



Hidden Valley Lake Community Services District

Regular Board Meeting

DATE: August 28, 2018
TIME: 7:00 p.m.
PLACE: Hidden Valley Lake CSD
Administration Office, Boardroom
19400 Hartmann Road
Hidden Valley Lake, CA

- 1) CALL TO ORDER
- 2) PLEDGE OF ALLEGIANCE
- 3) ROLL CALL
- 4) APPROVAL OF AGENDA
- 5) EMPLOYEE RECOGNITION
- 6) PRESENTATIONS
 - Cal Warn Letter of Appreciation
 - Lake County OES Presentation
 - Aquatic Harvesting
- 7) CONSENT CALENDAR
 - A. MINUTES: Approval of the June 19, 2018 Board of Directors Regular Board Meeting minutes.
 - B. MINUTES: Approval of the July 17, 2018 Board of Directors Regular Board Meeting minutes.
 - C. MINUTES: Approval of the July 27, 2018 Valley Oaks Project Sub-Committee Meeting minutes.
 - D. MINUTES: Approval of the August 1, 2018 Special Meeting minutes.
 - E. MINUTES: Approval of the August 2, 2018 Emergency Preparedness Meeting minutes.
 - F. MINUTES: Approval of the August 7, 2018 Finance Committee Meeting minutes.
 - G. DISBURSEMENTS: Check # 35603 - # 35671 including drafts and payroll for a total of \$287,821.03.
- 8) BOARD COMMITTEE REPORTS
(for information only, no action anticipated)

Finance Committee

Personnel Committee
Emergency Preparedness Committee
Lake Water Use Agreement-Ad Hoc Committee
Valley Oaks Project Committee

- 9) BOARD MEMBER ATTENDANCE AT OTHER MEETINGS
(for information only, no action anticipated)

- 10) STAFF REPORTS
(for information only, no action anticipated)

Financial Report
Administration/Customer Service Report
ACWA State Legislative Committee
Field Operations Report
General Manager's Report

- 11) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to sign the Local Match Fund Commitment Letter, committing to meet the local match fund requirements for the Hazard Mitigation Grant Program Project Sub application Dr-4344-0512

- 12) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to enter into a Mutual Aid and Assistance Agreement with public and private Water Utilities within Lake County California.

- 13) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to enter into a five-year agreement with the Comstock Family for the storage of irrigation pipe. Rental is \$300 per year, for a total of \$1,500.

- 14) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to enter into an agreement with GHD for the treatment plant monitoring and reporting contract.

- 15) DISCUSSION AND POSSIBLE ACTION: Discuss and approve the General Manager to purchase a construction truck to replace the pre-existing out of service equipment.

- 16) DISCUSSION AND POSSIBLE ACTION: Discuss the top priorities for the District.
1) Water Tanks
2) I&I
3) AMI
4) Tide-Flex Valve
5) SCADA

- 17) PUBLIC COMMENT

- 18) BOARD MEMBER COMMENT

- 19) ADJOURNMENT

Public records are available upon request. Board Packets are posted on our website at www.hvlcsd.org/meetings

In compliance to the Americans with Disabilities Act, if you need special accommodations to participate in or attend the meeting please contact the District Office at 987-9201 at least 48 hours prior to the scheduled meeting.

Public shall be given the opportunity to comment on each agenda item before the Governing Board acts on that item, G.C. 54953.3. All other comments will be taken under Public Comment.



CALIFORNIA WATER SERVICE

August 8th, 2018

Dear Cal-WARN Community,

We wanted to take a moment to express our gratitude and appreciation to everyone who responded to our outreach during the Mendocino-Complex Fires Emergency over the past few days.

Knowing that there is the mutual aid assistance and response for water and wastewater operations throughout the State of California truly expresses the immense solidarity of our industry and desire to ensure service reliability, safety, and collaboration. Although we did not have to deploy the resources we requested in our outreach, experiencing the rapid response, during the night on a weekend none the less, from many organizations was inspiring; cementing the importance in being part of being a member of Cal-WARN.

On behalf of the California Water Service Co. Engineering Department thank you for the support and assistance.

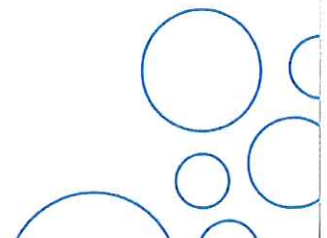
Best Regards,

A blue ink signature of Stephen Harrison, written in a cursive style.

Stephen Harrison
Director of Asset Management

A blue ink signature of Todd Peters, written in a cursive style.

Todd Peters
Chief Engineer





**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: June 19, 2018**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Carolyn Graham, President
Director Linda Herndon, Vice President
Director Judy Mirbegian
Director Jim Freeman
Director Jim Lieberman
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 7:01 p.m. by President Graham.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Herndon the Board unanimously approved the agenda, with the amendment of the Administrative Customer Services Report.

EMPLOYEE RECOGNITION

The following staff were recognized:
Congratulations to Sam Garcia for passing his Waste Water Grade III
Welcome back to HVLCS D Barry Silva and Congratulations for passing his Waste Water Grade III
HVLCS D welcomes Brandon Bell as a new hire.

CONSENT CALENDAR

On a motion made by Director Mirbegian and second by Director Herndon the Board unanimously approved the following Consent Calendar items.

- (A) MINUTES: Approval of the May 15, 2018 Board of Directors Regular Board Meeting minutes
- (B) MINUTES: Approval of the May 17, 2018 Finance Committee Meeting minutes
- (C) MINUTES: Approval of the May 31, 2018 Finance Committee Meeting minutes
- (D) DISBURSEMENTS: Check #035444 - # 035516 including drafts and payroll for a total of \$204,467.28.

BOARD COMMITTEE REPORTS

(for information only, no action anticipated)

Personnel Committee: Scheduled to meet Tuesday July 3rd.
Finance Committee: Scheduled to meet Tuesday June 26th.

Emergency Preparedness Program Committee: No meeting held
Lake Water Use Agreement-Ad Hoc Committee: No meeting held

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

(for information only, no action anticipated)

STAFF REPORTS

Financial Report:

Administration/Customer Services Report:

ACWA State Legislative Committee: Alyssa Gordon provided a written report on recent ACWA updates.

Field Operation Report: Director Mirbegian requests a month to month comparison to last years completed service orders

General Manager's Report: Director Freeman inquired about the recent fire at Mt. Meadow S, fire fighters were not able to locate one of the fire hydrants. Staff recommend the hydrants be re-painted either red or yellow and making it an Eagles Scout project. All District property inside the Association has been weed abated. Konocti Crew was re-routed to Benicia leaving Dallas Ct and Putah Creek to be completed. Other options for weed abatement of those areas are being considered.

PUBLIC HEARING

Discussion of Ordinance 57.1 Rescinding Ordinance 57.0 and all previous ordinances related to district fees and Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service, Reaffirming Prior Rates and Charges

Director Graham opened the Public Hearing at 7:39 PM for public comment.

Director Herndon moved and second by Director Mirbegian to adopt Ordinance 57.1 and rescind Ordinance 57. Staff informed members of the Public and the Board it is required to provide a 45-day public notification for fee changes, followed by an adopted Resolution implemented no sooner than 30 days after approval.

DISCUSSION AND POSSIBLE ACTION:

CLOSE PUBLIC HEARING Ordinance 57.1 Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service and Reaffirming Prior Rates and Charges.

Public Hearing was closed at 7:53 PM

DISCUSSION AND POSSIBLE ACTION:

Adoption of RESOLUTION 2018-03 (Fee Schedule) Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service

Director Herndon moved and second by Director Mirbegian to approve Resolution 2018-03 (Fee Schedule) Establishing Rates and Charges by Resolution for Water, Wastewater and Recycled Water Service

Resolution 2018-03 was approved and adopted by Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman, Freeman

Nays: 0

Abstain: 0

Absent: 0

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the General Manager to enter into an agreement with Telstar Instrumentation to proceed with the installation of Chlorine Injectors at the Well Field

Director Mirbegian moved to approve the General Manager to enter into an agreement with Telstar Instrumentation to proceed with the installation of Chlorine Injectors at the Well Field, not to exceed \$5,836.00, second by Director Herndon.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

DISCUSSION AND POSSIBLE ACTION:

Discuss and approve the General Manager to enter into an agreement with Bickmore for OPEB Valuation Services

Director Mirbegian moved to approve the General Manager to enter into an agreement with Bickmore for OPEB Valuation Services, not to exceed \$5000.00, second by Director Herndon.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

DISCUSS AND REVIEW:

FY 2018-2019 Budget and Investment Policy

A) Resolution 2018-04–FY 2018-2019 Budget

B) Resolution 2018-05–Investment Policy for FY 2018-2019

Staff provided a summary of the purposed 2018-19 Budget Narrative. Following final review at the next scheduled Finance Committee, there will be a Special Meeting held on June 29th at 5:30 PM for approval and adoption of the FY 2018-2019 Budget.

Public Comment: Member of the public commented on staff salary and expressed support for annual incentive pay increases.

PUBLIC COMMENT

Members of the public shared comments and concern with the District mentioning the possibility of working with an international company such as Suez for water tank maintenance.

Members of the public also recommended the use of reflective tape on the fire hydrants until the hydrants can be painted.

Members of the public inquired about the Valley Oaks Development and the affect it will have on the revenue and expenditures. Staff explained the development would be required to be 100% self-sufficient and would not affect the HVLA constituents.

BOARD MEMBER COMMENT

Director Herndon commented on the improved format of the budget

CLOSED SESSION:

The Board will call to order and recess to Closed Session to discuss the following item:

PURSUANT TO CALIFORNIA GOVERNMENT CODE §54957: Review of the General Manager's performance evaluation

Board recessed at 8:58 PM and entered into closed session at 9:07 PM.

ADJOURNMENT

On a motion made by Director Herndon and second by Director Freeman the Board voted unanimously to adjourn the closed session at 10:02 PM. Reportable action; Board of Directors conducted the General Managers annual performance evaluation and reviewed the General Managers contract.

The meeting was adjourned at 10:03 PM.

Carolyn Graham Date
President of the Board

Kirk Cloyd Date
General Manager/Secretary to the Board



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS MEETING MINUTES
MEETING DATE: July 17, 2018**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Carolyn Graham, President
Director Linda Herndon, Vice President
Director Judy Mirbegian
Director Jim Freeman
Director Jim Lieberman,
Kirk Cloyd, General Manager

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by President Graham.

APPROVAL OF AGENDA

On a motion made by Director Mirbegian and second by Director Lieberman the Board unanimously approved the agenda.

EMPLOYEE RECOGNITION

Trish Wilkinson was recognized by the Finance Committee and commended for going above and beyond to complete all of the tasks that are asked of her. Her dedication in keeping the District's financial records organized, accurate and timely does not go unrecognized and is greatly appreciated.

PRESENTATIONS

Marina Deligiannis, CivicSpark Intern, provided a Service Year Wrap Up and Project Closure Report to the Board

CONSENT CALENDAR

On a motion made by Director Mirbegian and seconded by Director Herndon the Board unanimously approved the following Consent Calendar items with the exception of item B, to be pulled to make recommended corrections. *After reviewing the minutes and mentioned documents, Item C, the June 19, 2018 Regular Board meeting minutes was the document requiring the corrections.*

- A. **MINUTES:** Approval of the June 7, 2018 Finance Committee Meeting minutes
- B. **MINUTES:** Approval of the June 18, 2018 Special Meeting minutes
- C. **MINUTES:** Approval of the June 19, 2018 Board of Directors Regular Board Meeting minutes
- D. **MINUTES:** Approval of the June 27, 2018 Finance Committee Meeting minutes
- E. **MINUTES:** Approval of the June 29, 2018 Special Meeting minutes

- F. **MINUTES:** Approval of the July 3, 2018 Personnel Committee Meeting minutes
- G. **DISBURSEMENTS:** Check # 35517 - # 35602 including drafts and payroll for a total of \$204,929.12.

BOARD COMMITTEE REPORTS

Personnel Committee: Director Herndon provided a brief update of the meeting held July 3rd, 2018.

Finance Committee: Meeting to be scheduled to prepare for the audit and continue to work on target percentages to amend investment policy.

Emergency Preparedness Program Committee: No Meeting Held

Lake Water Use Agreement-Ad Hoc Committee: No Meeting Held

Director Mirbegan informed the Board, final approval of the agreement is pending HVLA Board approval.

Valley Oaks Project Sub-Committee: No Meeting Held

Director Herndon provided a brief update on recent email correspondence with Mr. Porter and Poppy Bank.

BOARD MEMBER ATTENDANCE AT OTHER MEETINGS

STAFF REPORTS

Financial Report: Finance Committee must consider a different auditor as the district is coming close to the end of time allotted to use the current auditor.

ACWA State Legislative Committee: In summer session until August 10

Administration/Customer Services Report: No questions or concerns

Field Operation Report: Alyssa Gordon provided a review of new format and updated reports. Barry Silva has implemented procedural changes to improve operator accountability and training and implemented procedures and equipment changes to improve speed and accuracy of sampling.

General Manager's Report: Servpro removed all the mold from the server room caused by the leak in the roof in 2016, the roof has been repaired. Repairs to the walls and ceiling will be scheduled in the near future.

DISCUSSION AND POSSIBLE ACTION

Discuss and approve the General Manager to enter into a contract with the Local Government Commission (LGC) for services through the CivicSpark program

Director Mirbegan moved to approve the General Manager to enter into a contract with (Local Government Commission Services (LGC) for services through the Civic Sparks program, seconded by Director Freeman. Motion passed unanimously by roll call vote.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegan, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

DISCUSSION AND POSSIBLE ACTION:

Discuss and consider the rescheduling of the August Board Meeting as the GM will be out of state the third week of August

Director Mirbegian moved to approve the rescheduling of the August Regular Board meeting to August 28, 2018, seconded by Director Lieberman. Motion passed unanimously by roll call vote.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

DISCUSSION AND POSSIBLE ACTION

Discuss and approval of 2.5% increase for General Manager, retroactive to July 1, 2018

Director Lieberman motioned to approve a 2.5% increase for the General Manager, retroactive to July 1, 2018. Seconded by Director Herndon. Motion passed unanimously by roll call vote.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

During the GM performance evaluation, the Board, in consideration for above average performance, agreed to the increase and are voting in open session. Motion passed unanimously by roll call vote.

A Member of the public voiced concerns that staff had not received raises. The Public was informed that as of July 1, 2018 all staff members received a salary adjustment to bring them up to industry standards. With this information the member of the Public was satisfied and in favor of the General Manager and Staff increases.

Roll Call Vote:

Ayes: Directors, Graham, Herndon, Mirbegian, Lieberman and Freeman

Nays: 0

Abstain: 0

Absent: 0

PUBLIC COMMENT

Members of the public are in favor of renewing the CivicSpark agreement and believes it to be a benefit.

The Public voiced their support in addressing the Valley Oaks Project.

BOARD MEMBER COMMENT

Director Freeman inquired about the time capsule located in front of the building under the monument. Staff should have the monument unearthed within a few days.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
VALLEY OAKS PROJECT SUB- COMMITTEE REPORT
MEETING DATE: July 27, 2018**

The Hidden Valley Lake Community Services District Valley Oaks Project Sub -Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present were:

Director Herndon
Kirk Cloyd, GM
Penny Cuadras, Administrative Assistant
Ken Porter, Developer

CALL TO ORDER

The meeting was called to order at 10:04 AM by Director Herndon.

APPROVAL OF AGENDA

Agenda was unanimously approved by Committee Members

DISCUSS:

Current status and options for moving forward

The Committee reviewed and discussed several options for moving forward with the Valley Oaks Development.

Mr. Porter provided the following documents to the Committee for discussion at the next scheduled meeting on August 15, 2018.

- Municipal Service Review
- Water Supply Assessment for Valley Oaks Development
- Proposal for Revising the HVLCSO Proposed Project 6/30/2015
- Correspondence between Mr. Porter and the previous General Managers

PUBLIC COMMENT

No Public present.

ITEMS FOR NEXT AGENDA

Next Scheduled Meeting: Wednesday August 15, 2018 at 10:00 AM

Items for discussion:

- Infrastructure
- Fire Suppression

ADJOURNMENT

The meeting was adjourned at 11:35 am.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
BOARD OF DIRECTORS SPECIAL MEETING MINUTES
MEETING DATE: August 1, 2018**

The Hidden Valley Lake Community Services District Board of Directors met this evening at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California.

Present:

Director Linda Herndon, Vice President
Director Jim Freeman
Director Jim Lieberman
Director Judy Mirbegian
Kirk Cloyd, General Manager

Absent:

Director Carolyn Graham, President

CALL TO ORDER

The meeting was called to order at 12:01 p.m. by Vice President Herndon.

APPROVAL OF AGENDA

On a motion made by Director Freeman and second by Director Liebermann the Board unanimously approved the agenda.

DISCUSSION AND POSSIBLE ACTION:

Adoption of Resolution 2018-06 Resolution of the Board of Directors of the Hidden Valley Lake Community Services District, County of Lake, State of California, November 6, 2018 Statewide General Election

Director Mirbegian moved and seconded by Director Freeman to approve the adoption of Resolution 2018-06 Resolution of the Board of Directors of the Hidden Valley Lake Community Services District, County of Lake, State of California, November 6, 2018 Statewide General Election

Roll Call Vote:

Ayes: (4) Director Herndon, Mirbegian, Freeman and Lieberman

Nays: (0)

Abstain: (0)

Absent: (1) Director Graham

Adoption of Resolution 2018-06 Resolution of the Board of Directors of the Hidden Valley Lake Community Services District, County of Lake, State of California, November 6, 2018 Statewide General Election passes by roll call vote.

PUBLIC COMMENT

There was none.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
EMERGENCY PREPAREDNESS COMMITTEE REPORT
MEETING DATE: August 2, 2018**

The Hidden Valley Lake Community Services District Emergency Preparedness Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Carolyn Graham
Kirk Cloyd, General Manager
Penny Cuadras, Administrative Assistant

CALL TO ORDER

The meeting was called to order at 11:35 AM by Director Graham

APPROVAL OF AGENDA

On a motion made by Kirk Cloyd, General Manager and second by Director Graham the Committee unanimously approved the agenda.

DISCUSS:

- A) Pursuit of Hazardous Mitigation Plan Grant**
- B) District need for its own Hazardous Mitigation Plan and why**
- C) Meeting with Trane - funding that could be used for enterprise or non-enterprise accounts**
- D) Radio Communications both non-emergency and emergency**

Committee discussed the need and purpose of a Hazard Mitigation Plan and the options available if awarded the grant.

Staff provided an overview of what services Trane has to offer to the District in moving forward with the AMI project. Committee recommends presenting to the Finance Committee and prepare an executive summary to the full Board at a Regular Board Meeting.

The District does not have an alternative option for communication when cell phones and land lines fail. In the past the District has piggy backed on HVLA licensing and radio frequency, however the District does not have the basic communication equipment.

Staff requests providing a cost estimate for a base station and hand-held radios and continue to piggy back on the Association system with plans of purchasing an FCC Licenses and a District Frequency in the future.

Committee recommends staff provide the cost for communication that will continue operating under all conditions and continue to operate under HVLA licensing and frequency.

No public present.

ADJOURNMENT

On a motion made by Director Graham and second by Kirk Cloyd, General Manager, the Committee voted unanimously to adjourn the meeting. The meeting was adjourned at 12:23 p.m.



**HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
FINANCE COMMITTEE REPORT
MEETING DATE: August 7, 2018**

The Hidden Valley Lake Community Services District Finance Committee met at the District office located at 19400 Hartmann Road, in Hidden Valley Lake, California. Present were:

Director Mirbegan
Director Freeman
General Manager Kirk Cloyd
Full Charge Bookkeeper Trish Wilkinson
Administrative Assistant Penny Cuadras

CALL TO ORDER

The meeting was called to order at 12:30 pm by Director Mirbegan.

APPROVAL OF AGENDA

On a motion made by Director Freeman and second by Director Mirbegan the Committee unanimously approved the agenda.

DISCUSS:

Coastland Engineer Estimate for the chlorination Basin and Valve Repair

Following review and discussion the Committee recommended all submitted bids be brought before the Board for review and award.

DISCUSS:

Meeting with Trane-Funding that could be used for enterprise or non-enterprise accounts

Members of the Committee requests a presentation from Trane be brought before the committee before making recommendations to the Board.

PUBLIC COMMENT

None

COMMITTEE MEMBER COMMENT

None

ADJOURNMENT

On a motion made by Director Freeman and second by Director Mirbegan the Committee voted unanimously to adjourn the meeting. The meeting was adjourned at 1:18 p.m.

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-1002	PETTY CASH REIMBURSEMENT			N	FUND TOTAL FOR VENDOR	215.42
01-11	STATE OF CALIFORNIA EDD			N	FUND TOTAL FOR VENDOR	1,561.05
01-122	LAKE COUNTY RECORD BEE			N	FUND TOTAL FOR VENDOR	168.64
01-1392	MEDIACOM			N	FUND TOTAL FOR VENDOR	256.42
01-1579	SOUTH LAKE REFUSE COMPANY			N	FUND TOTAL FOR VENDOR	188.41
01-1705	SPECIAL DISTRICT RISK MAN			N	FUND TOTAL FOR VENDOR	40,514.20
01-1722	US DEPARTMENT OF THE TREA			N	FUND TOTAL FOR VENDOR	3,813.60
01-1751	USA BLUE BOOK			N	FUND TOTAL FOR VENDOR	2,287.44
01-19	NBS GOVERNMENT FINANCE GR			N	FUND TOTAL FOR VENDOR	5,850.00
01-1961	ACWA/JPIA			N	FUND TOTAL FOR VENDOR	436.97
01-21	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,975.36
01-2111	DATAPROSE			N	FUND TOTAL FOR VENDOR	779.98
01-2195	TELSTAR INSTRUMENTS, INC			N	FUND TOTAL FOR VENDOR	4,714.56
01-2283	ARMED FORCE PEST CONTROL,			N	FUND TOTAL FOR VENDOR	97.50
01-2532	WIPF CONSTRUCTION			N	FUND TOTAL FOR VENDOR	780.00
01-2538	HARDESTER'S MARKETS & HAR			N	FUND TOTAL FOR VENDOR	295.08
01-2541	MENDO HILL CLEARLAKE			N	FUND TOTAL FOR VENDOR	521.20
01-2585	TYLER TECHNOLOGY			N	FUND TOTAL FOR VENDOR	1,080.80
01-2594	INTERNAL REVENUE SERVICE			N	FUND TOTAL FOR VENDOR	3.26
01-2598	VERIZON WIRELESS			N	FUND TOTAL FOR VENDOR	393.93
01-2636	ACTION SANITARY, INC.			N	FUND TOTAL FOR VENDOR	67.03
01-2638	RICOH USA, INC.			N	FUND TOTAL FOR VENDOR	260.46
01-2684	OFFICE DEPOT			N	FUND TOTAL FOR VENDOR	236.26
01-2699	MICHELLE HAMILTON			N	FUND TOTAL FOR VENDOR	312.50
01-2700	REDFORD SERVICES			N	FUND TOTAL FOR VENDOR	950.00
01-2744	ST HELENA HOSPITAL dba JO			N	FUND TOTAL FOR VENDOR	130.00
01-2749	NAPA AUTO PARTS			N	FUND TOTAL FOR VENDOR	36.97

#1

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 120 SEWER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2788	GHD			N	FUND TOTAL FOR VENDOR	20,394.45
01-2816	CARDMEMBER SERVICE			N	FUND TOTAL FOR VENDOR	1,062.88
01-2820	ALPHA ANALYTICAL LABORATO			N	FUND TOTAL FOR VENDOR	2,425.00
01-2823	GARDENS BY JILLIAN			N	FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,808.77
01-2825	NATIONWIDE RETIREMENT SOL			N	FUND TOTAL FOR VENDOR	737.50
01-2842	COASTLAND CIVIL ENGINEERI			N	FUND TOTAL FOR VENDOR	2,177.50
01-2860	WESTGATE PETROLEUM CO., I			N	FUND TOTAL FOR VENDOR	715.32
01-2876	BOLD POLISNER MADDOW NELS			N	FUND TOTAL FOR VENDOR	157.50
01-2909	STREAMLINE			N	FUND TOTAL FOR VENDOR	100.00
01-2921	LOCAL GOVERNMENT COMMISSI			N	FUND TOTAL FOR VENDOR	401.05
01-8	AT&T			N	FUND TOTAL FOR VENDOR	160.13
*** FUND TOTALS ***						104,167.14

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-1	MISCELLANEOUS VENDOR			N	FUND TOTAL FOR VENDOR	985.16
01-1002	PETTY CASH REIMBURSEMENT			N	FUND TOTAL FOR VENDOR	222.89
01-11	STATE OF CALIFORNIA EDD			N	FUND TOTAL FOR VENDOR	1,785.04
01-122	LAKE COUNTY RECORD BEE			N	FUND TOTAL FOR VENDOR	168.63
01-1392	MEDIACOM			N	FUND TOTAL FOR VENDOR	256.41
01-1531	CALIFORNIA RURAL WATER AS			N	FUND TOTAL FOR VENDOR	1,070.00
01-1579	SOUTH LAKE REFUSE COMPANY			N	FUND TOTAL FOR VENDOR	188.39
01-1659	WAGNER & BONSIGNORE			N	FUND TOTAL FOR VENDOR	3,970.60
01-1705	SPECIAL DISTRICT RISK MAN			N	FUND TOTAL FOR VENDOR	40,514.18
01-1722	US DEPARTMENT OF THE TREA			N	FUND TOTAL FOR VENDOR	4,420.93
01-1751	USA BLUE BOOK			N	FUND TOTAL FOR VENDOR	458.76
01-19	NBS GOVERNMENT FINANCE GR			N	FUND TOTAL FOR VENDOR	5,850.00
01-1961	ACWA/JPIA			N	FUND TOTAL FOR VENDOR	436.96
01-21	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	5,598.36
01-2111	DATAPROSE			N	FUND TOTAL FOR VENDOR	779.98
01-2195	TELSTAR INSTRUMENTS, INC			N	FUND TOTAL FOR VENDOR	4,714.55
01-2283	ARMED FORCE PEST CONTROL,			N	FUND TOTAL FOR VENDOR	97.50
01-2532	WIPF CONSTRUCTION			N	FUND TOTAL FOR VENDOR	1,520.00
01-2538	HARDESTER'S MARKETS & HAR			N	FUND TOTAL FOR VENDOR	70.31
01-2541	MENDO HILL CLEARLAKE			N	FUND TOTAL FOR VENDOR	102.87
01-2585	TYLER TECHNOLOGY			N	FUND TOTAL FOR VENDOR	1,080.80
01-2594	INTERNAL REVENUE SERVICE			N	FUND TOTAL FOR VENDOR	3.26
01-2598	VERIZON WIRELESS			N	FUND TOTAL FOR VENDOR	393.92
01-2636	ACTION SANITARY, INC.			N	FUND TOTAL FOR VENDOR	67.03
01-2638	RICOH USA, INC.			N	FUND TOTAL FOR VENDOR	260.46
01-2684	OFFICE DEPOT			N	FUND TOTAL FOR VENDOR	236.21
01-2699	MICHELLE HAMILTON			N	FUND TOTAL FOR VENDOR	312.50

VENDOR SET: 01 Hidden Valley Lake

D I S B U R S E M E N T R E P O R T

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 130 WATER ENTERPRISE FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-2702	PACE SUPPLY CORP			N	FUND TOTAL FOR VENDOR	1,376.98
01-2744	ST HELENA HOSPITAL dba JO			N	FUND TOTAL FOR VENDOR	130.00
01-2749	NAPA AUTO PARTS			N	FUND TOTAL FOR VENDOR	36.97
01-2816	CARDMEMBER SERVICE			N	FUND TOTAL FOR VENDOR	828.49
01-2820	ALPHA ANALYTICAL LABORATO			N	FUND TOTAL FOR VENDOR	1,529.00
01-2823	GARDENS BY JILLIAN			N	FUND TOTAL FOR VENDOR	100.00
01-2824	CALIFORNIA PUBLIC EMPLOYE			N	FUND TOTAL FOR VENDOR	4,808.76
01-2825	NATIONWIDE RETIREMENT SOL			N	FUND TOTAL FOR VENDOR	737.50
01-2860	WESTGATE PETROLEUM CO., I			N	FUND TOTAL FOR VENDOR	715.30
01-2876	BOLD POLISNER MADDOW NELS			N	FUND TOTAL FOR VENDOR	157.50
01-2878	BADGER METER			N	FUND TOTAL FOR VENDOR	207.00
01-2909	STREAMLINE			N	FUND TOTAL FOR VENDOR	100.00
01-2921	LOCAL GOVERNMENT COMMISSI			N	FUND TOTAL FOR VENDOR	401.05
01-8	AT&T			N	FUND TOTAL FOR VENDOR	160.12
01-82	E & M ELECTRIC & MACHINER			N	FUND TOTAL FOR VENDOR	6,060.18
*** FUND TOTALS ***						92,914.55

VENDOR SET: 01 Hidden Valley Lake

DISBURSEMENT REPORT

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 218 CIEEB REDEMPTION FUN

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
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01-1636	US BANK - GLOBAL CORP TRU			N	FUND TOTAL FOR VENDOR	31,571.95
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*** FUND TOTALS ***

31,571.95

VENDOR SET: 01 Hidden Valley Lake

BANK: ALL

VENDOR CLASS(ES): ALL CLASSES

REPORTING FUND NO#: 711 BOND ADMINISTRATION

SORTED BY FUND

VENDOR	NAME	NO# INVOICES	TOTAL AMOUNT	G/L 1099 ACCT NO#	G/L NAME	G/L AMOUNT
01-19	NBS GOVERNMENT FINANCE GR			N	FUND TOTAL FOR VENDOR	1,802.85
*** FUND TOTALS ***						1,802.85
*** REPORT TOTALS ***						230,456.49

G / L EXPENSE DISTRIBUTION

ACCOUNT NUMBER	ACCOUNT NAME	AMOUNT
120 2088	SURVIVOR BENEFITS - PERS	10.62
120 2090	PERS PAYABLE	2,231.07
120 2091	FIT PAYABLE	2,833.56
120 2092	CIT PAYABLE	980.25
120 2093	SOCIAL SECURITY PAYABLE	8.99
120 2094	MEDICARE PAYABLE	480.99
120 2095	S D I PAYABLE	330.27
120 2099	DEFERRED COMP - 457 PLAN	737.50
120 5-00-5010	SALARY & WAGES	3.26
120 5-00-5025	RETIREE HEALTH BENEFITS	1,745.73
120 5-00-5060	GASOLINE, OIL & FUEL	1,040.49
120 5-00-5061	VEHICLE MAINT	223.15
120 5-00-5074	INSURANCE	25,270.89
120 5-00-5080	MEMBERSHIP & SUBSCRIPTIONS	100.00
120 5-00-5092	POSTAGE & SHIPPING	522.64
120 5-00-5121	LEGAL SERVICES	157.50
120 5-00-5122	ENGINEERING SERVICES	6,149.20
120 5-00-5123	OTHER PROFESSIONAL SERVICES	6,251.05
120 5-00-5130	PRINTING & PUBLICATION	431.59
120 5-00-5145	EQUIPMENT RENTAL	1,211.74
120 5-00-5148	OPERATING SUPPLIES	1,756.22
120 5-00-5150	REPAIR & REPLACE	5,627.82
120 5-00-5155	MAINT BLDG & GROUNDS	426.92
120 5-00-5156	CUSTODIAL SERVICES	1,262.50
120 5-00-5191	TELEPHONE	810.48
120 5-00-5193	OTHER UTILITIES	188.41
120 5-00-5194	IT SERVICES	1,145.30
120 5-00-5195	ENV/MONITORING	2,425.00
120 5-00-5312	TOOLS - FIELD	149.36

SELECTION CRITERIA

VENDOR SET: 01 Hidden Valley Lake
 VENDOR: ALL
 BANK: ALL
 VENDOR CLASS(ES): ALL CLASSES

TRANSACTION SELECTION

REPORTING: PAID ITEMS ,G/L DIST

	=====PAYMENT DATES=====	=====ITEM DATES=====	=====POSTING DATES=====
PAID ITEMS DATES	: 7/01/2018 THRU 7/31/2018	0/00/0000 THRU 99/99/9999	0/00/0000 THRU 99/99/9999

PRINT OPTIONS

REPORT SEQUENCE: FUND
 G/L EXPENSE DISTRIBUTION: YES
 CHECK RANGE: 000000 THRU 999999

#2

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120-SEWER ENTERPRISE FUND

FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,613,149.00</u>	<u>121,441.66</u>	<u>121,441.66</u>	<u>1,491,707.34</u>	<u>7.53</u>
TOTAL REVENUES	<u>1,613,149.00</u>	<u>121,441.66</u>	<u>121,441.66</u>	<u>1,491,707.34</u>	<u>7.53</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	540,872.00	34,118.03	34,118.03	506,753.97	6.31
ADMINISTRATION	383,766.00	30,429.94	30,429.94	353,336.06	7.93
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	308,888.00	22,078.89	22,078.89	286,809.11	7.15
DIRECTORS	<u>44,916.00</u>	<u>3,417.55</u>	<u>3,417.55</u>	<u>41,498.45</u>	<u>7.61</u>
TOTAL EXPENDITURES	<u>1,278,442.00</u>	<u>90,044.41</u>	<u>90,044.41</u>	<u>1,188,397.59</u>	<u>7.04</u>
REVENUES OVER/ (UNDER) EXPENDITURES	334,707.00	31,397.25	31,397.25	303,309.75	9.38

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120-SEWER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-4020 INSPECTION FEES	700.00	0.00	0.00	700.00	0.00
120-4036 DEVELOPER SEWER FEES	0.00	0.00	0.00	0.00	0.00
120-4040 Lien Recording Fee	0.00	0.00	0.00	0.00	0.00
120-4045 AVAILABILITY FEES	5,000.00	0.00	0.00	5,000.00	0.00
120-4050 SALES OF RECLAIMED WATER	125,000.00	23,525.08	23,525.08	101,474.92	18.82
120-4111 COMM SEWER USE	22,000.00	2,572.62	2,572.62	19,427.38	11.69
120-4112 GOV'T SEWER USE	700.00	60.93	60.93	639.07	8.70
120-4116 SEWER USE CHARGES	1,137,649.00	94,453.25	94,453.25	1,043,195.75	8.30
120-4210 LATE FEE	25,000.00	0.00	0.00	25,000.00	0.00
120-4300 MISC INCOME	1,500.00	501.50	501.50	998.50	33.43
120-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
120-4320 FEMA/CalOES Grants	295,000.00	0.00	0.00	295,000.00	0.00
120-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
120-4550 INTEREST INCOME	600.00	328.28	328.28	271.72	54.71
120-4580 TRANSFERS IN	0.00	0.00	0.00	0.00	0.00
120-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
120-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,613,149.00	121,441.66	121,441.66	1,491,707.34	7.53

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120-SEWER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
120-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
120-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	872.85	872.85	20,599.15	4.07
120-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
120-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
120-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
120-5-00-5060 GASOLINE, OIL & FUEL	8,000.00	481.14	481.14	7,518.86	6.01
120-5-00-5061 VEHICLE MAINT	12,500.00	0.00	0.00	12,500.00	0.00
120-5-00-5062 TAXES & LIC	800.00	0.00	0.00	800.00	0.00
120-5-00-5074 INSURANCE	0.00	25,270.89	25,270.89	{ 25,270.89}	0.00
120-5-00-5075 BANK FEES	13,400.00	1,513.07	1,513.07	11,886.93	11.29
120-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	6,400.00	100.00	100.00	6,300.00	1.56
120-5-00-5092 POSTAGE & SHIPPING	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
120-5-00-5121 LEGAL SERVICES	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5122 ENGINEERING SERVICES	27,000.00	0.00	0.00	27,000.00	0.00
120-5-00-5123 OTHER PROFESSIONAL SERVICE	50,000.00	401.05	401.05	49,598.95	0.80
120-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
120-5-00-5130 PRINTING & PUBLICATION	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
120-5-00-5140 RENTS & LEASES	0.00	0.00	0.00	0.00	0.00
120-5-00-5145 EQUIPMENT RENTAL	14,000.00	327.49	327.49	13,672.51	2.34
120-5-00-5148 OPERATING SUPPLIES	22,000.00	1,377.70	1,377.70	20,622.30	6.26
120-5-00-5150 REPAIR & REPLACE	145,000.00	549.45	549.45	144,450.55	0.38
120-5-00-5155 MAINT BLDG & GROUNDS	5,500.00	97.50	97.50	5,402.50	1.77
120-5-00-5156 CUSTODIAL SERVICES	15,150.00	0.00	0.00	15,150.00	0.00
120-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5160 SLUDGE DISPOSAL	28,500.00	0.00	0.00	28,500.00	0.00
120-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
120-5-00-5191 TELEPHONE	9,500.00	810.48	810.48	8,689.52	8.53
120-5-00-5192 ELECTRICITY	45,000.00	0.00	0.00	45,000.00	0.00
120-5-00-5193 OTHER UTILITIES	2,600.00	0.00	0.00	2,600.00	0.00
120-5-00-5194 IT SERVICES	35,000.00	60.50	60.50	34,939.50	0.17
120-5-00-5195 ENV/MONITORING	32,000.00	2,040.00	2,040.00	29,960.00	6.38
120-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
120-5-00-5198 ANNUAL OPERATING FEES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-00-5310 EQUIPMENT - FIELD	1,500.00	0.00	0.00	1,500.00	0.00
120-5-00-5311 EQUIPMENT - OFFICE	1,300.00	0.00	0.00	1,300.00	0.00
120-5-00-5312 TOOLS - FIELD	1,000.00	0.00	0.00	1,000.00	0.00
120-5-00-5315 SAFETY EQUIPMENT	3,500.00	215.91	215.91	3,284.09	6.17
120-5-00-5510 SEWER OUPREACH	0.00	0.00	0.00	0.00	0.00
120-5-00-5545 RECORDING FEES	250.00	0.00	0.00	250.00	0.00
120-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
120-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
120-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
120-5-00-5600 CONTINGENCY	5,000.00	0.00	0.00	5,000.00	0.00
120-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120--SEWER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-00-5700 OVER / SHORT	0.00	0.00	0.00	0.00	0.00
TOTAL NON-DEPARTMENTAL	540,872.00	34,118.03	34,118.03	506,753.97	6.31

REVENUE & EXPENSE REPORT (UNAUDITED)
AS OF: JULY 31ST, 2018120--SEWER ENTERPRISE FUND
ADMINISTRATION
EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-10-5010 SALARIES & WAGES	244,904.00	20,058.92	20,058.92	224,845.08	8.19
120-5-10-5020 EMPLOYEE BENEFITS	82,142.00	6,294.64	6,294.64	75,847.36	7.66
120-5-10-5021 RETIREMENT BENEFITS	47,170.00	3,999.77	3,999.77	43,170.23	8.48
120-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
120-5-10-5090 OFFICE SUPPLIES	4,000.00	76.61	76.61	3,923.39	1.92
120-5-10-5170 TRAVEL MILEAGE	1,200.00	0.00	0.00	1,200.00	0.00
120-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
120-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
TOTAL ADMINISTRATION	383,766.00	30,429.94	30,429.94	353,336.06	7.93

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120--SEWER ENTERPRISE FUND

OFFICE

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
120-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

120-SEWER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-30-5010 SALARIES & WAGES	212,658.00	13,288.09	13,288.09	199,369.91	6.25
120-5-30-5020 EMPLOYEE BENEFITS	44,600.00	5,248.13	5,248.13	39,351.87	11.77
120-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,542.67	3,542.67	38,287.33	8.47
120-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	0.00	1,800.00	0.00
120-5-30-5063 CERTIFICATIONS	1,500.00	0.00	0.00	1,500.00	0.00
120-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
120-5-30-5170 TRAVEL MILEAGE	500.00	0.00	0.00	500.00	0.00
120-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	308,888.00	22,078.89	22,078.89	286,809.11	7.15

REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2018

120-SEWER ENTERPRISE FUND
 DIRECTORS
 EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
120-5-40-5010 DIRECTORS COMPENSATION	3,000.00	156.10	156.10	2,843.90	5.20
120-5-40-5020 DIRECTOR BENEFITS	100.00	0.00	0.00	100.00	0.00
120-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	3,261.45	36,854.55	8.13
120-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
120-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
120-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,417.55	3,417.55	41,498.45	7.61
TOTAL EXPENDITURES	1,278,442.00	90,044.41	90,044.41	1,188,397.59	7.04
REVENUES OVER/(UNDER) EXPENDITURES	334,707.00	31,397.25	31,397.25	303,309.75	9.38

*** END OF REPORT ***

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND
FINANCIAL SUMMARY

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
<u>REVENUE SUMMARY</u>					
ALL REVENUE	<u>1,909,200.00</u>	<u>141,675.17</u>	<u>141,675.17</u>	<u>1,767,524.83</u>	<u>7.42</u>
TOTAL REVENUES	<u>1,909,200.00</u>	<u>141,675.17</u>	<u>141,675.17</u>	<u>1,767,524.83</u>	<u>7.42</u>
<u>EXPENDITURE SUMMARY</u>					
NON-DEPARTMENTAL	778,372.00	34,926.38	34,926.38	743,445.62	4.49
ADMINISTRATION	389,713.00	30,429.92	30,429.92	359,283.08	7.81
OFFICE	0.00	0.00	0.00	0.00	0.00
FIELD	309,288.00	25,863.78	25,863.78	283,424.22	8.36
DIRECTORS	<u>44,916.00</u>	<u>3,428.30</u>	<u>3,428.30</u>	<u>41,487.70</u>	<u>7.63</u>
TOTAL EXPENDITURES	<u>1,522,289.00</u>	<u>94,648.38</u>	<u>94,648.38</u>	<u>1,427,640.62</u>	<u>6.22</u>
REVENUES OVER/(UNDER) EXPENDITURES	386,911.00	47,026.79	47,026.79	339,884.21	12.15

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

REVENUES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-4035 RECONNECT FEE	13,000.00	315.00	315.00	12,685.00	2.42
130-4038 COMM WATER METER INSTALL	0.00	0.00	0.00	0.00	0.00
130-4039 WATER METER INST	1,000.00	0.00	0.00	1,000.00	0.00
130-4040 RECORDING FEE	500.00	0.00	0.00	500.00	0.00
130-4045 AVAILABILITY FEES	25,000.00	0.00	0.00	25,000.00	0.00
130-4110 COMM WATER USE	85,000.00	10,767.48	10,767.48	74,232.52	12.67
130-4112 GOV'T WATER USE	6,000.00	482.98	482.98	5,517.02	8.05
130-4115 WATER USE	1,750,000.00	124,818.18	124,818.18	1,625,181.82	7.13
130-4117 WATER OVERAGE FEE	0.00	0.00	0.00	0.00	0.00
130-4118 WATER OVERAGE COMM	0.00	0.00	0.00	0.00	0.00
130-4119 WATER OVERAGE GOV	0.00	0.00	0.00	0.00	0.00
130-4210 LATE FEE	25,000.00	2,849.27	2,849.27	22,150.73	11.40
130-4215 RETURNED CHECK FEE	1,000.00	50.00	50.00	950.00	5.00
130-4300 MISC INCOME	2,000.00	1,904.86	1,904.86	95.14	95.24
130-4310 OTHER INCOME	0.00	0.00	0.00	0.00	0.00
130-4505 LEASE INCOME	0.00	0.00	0.00	0.00	0.00
130-4550 INTEREST INCOME	700.00	487.40	487.40	212.60	69.63
130-4580 TRANSFER IN	0.00	0.00	0.00	0.00	0.00
130-4591 INCOME APPLICABLE TO PRIOR YRS	0.00	0.00	0.00	0.00	0.00
130-4955 Gain/Loss	0.00	0.00	0.00	0.00	0.00
TOTAL REVENUES	1,909,200.00	141,675.17	141,675.17	1,767,524.83	7.42

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-00-5010 SALARY & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-00-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5021 RETIREMENT BENEFITS	0.00	0.00	0.00	0.00	0.00
130-5-00-5024 WORKERS' COMP INSURANCE	0.00	0.00	0.00	0.00	0.00
130-5-00-5025 RETIREE HEALTH BENEFITS	21,472.00	872.88	872.88	20,599.12	4.07
130-5-00-5026 COBRA Health & Dental	0.00	0.00	0.00	0.00	0.00
130-5-00-5040 ELECTION EXPENSE	4,500.00	0.00	0.00	4,500.00	0.00
130-5-00-5050 DEPRECIATION	0.00	0.00	0.00	0.00	0.00
130-5-00-5060 GASOLINE, OIL & FUEL	6,500.00	481.13	481.13	6,018.87	7.40
130-5-00-5061 VEHICLE MAINT	12,500.00	0.00	0.00	12,500.00	0.00
130-5-00-5062 TAXES & LIC	1,200.00	0.00	0.00	1,200.00	0.00
130-5-00-5074 INSURANCE	25,000.00	25,270.88	25,270.88	(270.88)	101.08
130-5-00-5075 BANK FEES	13,500.00	1,513.06	1,513.06	11,986.94	11.21
130-5-00-5080 MEMBERSHIP & SUBSCRIPTIONS	24,000.00	1,170.00	1,170.00	22,830.00	4.88
130-5-00-5092 POSTAGE & SHIPPING	6,000.00	0.00	0.00	6,000.00	0.00
130-5-00-5110 CONTRACTUAL SERVICES	0.00	0.00	0.00	0.00	0.00
130-5-00-5121 LEGAL SERVICES	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5122 ENGINEERING SERVICES	60,000.00	0.00	0.00	60,000.00	0.00
130-5-00-5123 OTHER PROFESSIONAL SERVICE	35,000.00	401.05	401.05	34,598.95	1.15
130-5-00-5124 WATER RIGHTS	70,000.00	0.00	0.00	70,000.00	0.00
130-5-00-5126 AUDIT SERVICES	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5130 PRINTING & PUBLICATION	7,500.00	0.00	0.00	7,500.00	0.00
130-5-00-5135 NEWSLETTER	500.00	0.00	0.00	500.00	0.00
130-5-00-5140 RENT & LEASES	0.00	0.00	0.00	0.00	0.00
130-5-00-5145 EQUIPMENT RENTAL	20,000.00	1,847.49	1,847.49	18,152.51	9.24
130-5-00-5148 OPERATING SUPPLIES	1,500.00	242.86	242.86	1,257.14	16.19
130-5-00-5150 REPAIR & REPLACE	185,000.00	1,418.68	1,418.68	183,581.32	0.77
130-5-00-5155 MAINT BLDG & GROUNDS	12,000.00	97.50	97.50	11,902.50	0.81
130-5-00-5156 CUSTODIAL SERVICES	3,750.00	0.00	0.00	3,750.00	0.00
130-5-00-5157 SECURITY	5,000.00	0.00	0.00	5,000.00	0.00
130-5-00-5180 UNCOLLECTABLE ACCOUNTS	0.00	0.00	0.00	0.00	0.00
130-5-00-5191 TELEPHONE	1,000.00	810.45	810.45	189.55	81.05
130-5-00-5192 ELECTRICITY	115,000.00	0.00	0.00	115,000.00	0.00
130-5-00-5193 OTHER UTILITIES	2,200.00	0.00	0.00	2,200.00	0.00
130-5-00-5194 IT SERVICES	35,000.00	60.50	60.50	34,939.50	0.17
130-5-00-5195 ENV/MONITORING	15,000.00	524.00	524.00	14,476.00	3.49
130-5-00-5196 RISK MANAGEMENT	0.00	0.00	0.00	0.00	0.00
130-5-00-5198 ANNUAL OPERATING FEES	30,000.00	0.00	0.00	30,000.00	0.00
130-5-00-5310 EQUIPMENT - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5311 EQUIPMENT - OFFICE	1,000.00	0.00	0.00	1,000.00	0.00
130-5-00-5312 TOOLS - FIELD	2,000.00	0.00	0.00	2,000.00	0.00
130-5-00-5315 SAFETY EQUIPMENT	2,500.00	215.90	215.90	2,284.10	8.64
130-5-00-5505 WATER CONSERVATION	9,000.00	0.00	0.00	9,000.00	0.00
130-5-00-5545 RECORDING FEES	250.00	0.00	0.00	250.00	0.00
130-5-00-5580 TRANSFERS OUT	0.00	0.00	0.00	0.00	0.00
130-5-00-5590 NON-OPERATING OTHER	0.00	0.00	0.00	0.00	0.00
130-5-00-5591 EXPENSES APPLICABLE TO PRI	0.00	0.00	0.00	0.00	0.00
130-5-00-5600 CONTINGENCY	40,000.00	0.00	0.00	40,000.00	0.00
130-5-00-5650 OPERATING RESERVES	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

NON-DEPARTMENTAL

EXPENDITURES

CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
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TOTAL NON-DEPARTMENTAL	778,372.00	34,926.38	34,926.38	743,445.62	4.49
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REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

ADMINISTRATION

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-10-5010 SALARIES & WAGES	244,904.00	20,062.24	20,062.24	224,841.76	8.19
130-5-10-5020 EMPLOYEE BENEFITS	88,289.00	6,291.36	6,291.36	81,997.64	7.13
130-5-10-5021 RETIREMENT BENEFITS	47,170.00	3,999.73	3,999.73	43,170.27	8.48
130-5-10-5063 CERTIFICATIONS	0.00	0.00	0.00	0.00	0.00
130-5-10-5090 OFFICE SUPPLIES	3,000.00	76.59	76.59	2,923.41	2.55
130-5-10-5170 TRAVEL MILEAGE	2,000.00	0.00	0.00	2,000.00	0.00
130-5-10-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
130-5-10-5179 ADM MISC EXPENSES	350.00	0.00	0.00	350.00	0.00
130-5-10-5505 WATER CONSERVATION	0.00	0.00	0.00	0.00	0.00
TOTAL ADMINISTRATION	389,713.00	30,429.92	30,429.92	359,283.08	7.81

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

OFFICE

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-20-5010 SALARIES & WAGES	0.00	0.00	0.00	0.00	0.00
130-5-20-5020 EMPLOYEE BENEFITS	0.00	0.00	0.00	0.00	0.00
TOTAL OFFICE	0.00	0.00	0.00	0.00	0.00

REVENUE & EXPENSE REPORT (UNAUDITED)

AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

FIELD

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-30-5010 SALARIES & WAGES	212,658.00	16,721.85	16,721.85	195,936.15	7.86
130-5-30-5020 EMPLOYEE BENEFITS	44,600.00	5,248.12	5,248.12	39,351.88	11.77
130-5-30-5021 RETIREMENT BENEFITS	41,830.00	3,893.81	3,893.81	37,936.19	9.31
130-5-30-5022 CLOTHING ALLOWANCE	1,800.00	0.00	0.00	1,800.00	0.00
130-5-30-5063 CERTIFICATIONS	600.00	0.00	0.00	600.00	0.00
130-5-30-5090 OFFICE SUPPLIES	2,000.00	0.00	0.00	2,000.00	0.00
130-5-30-5170 TRAVEL MILEAGE	1,800.00	0.00	0.00	1,800.00	0.00
130-5-30-5175 EDUCATION / SEMINARS	4,000.00	0.00	0.00	4,000.00	0.00
TOTAL FIELD	309,288.00	25,863.78	25,863.78	283,424.22	8.36

HIDDEN VALLEY LAKE CSD
 REVENUE & EXPENSE REPORT (UNAUDITED)
 AS OF: JULY 31ST, 2018

130-WATER ENTERPRISE FUND

DIRECTORS

EXPENDITURES

	CURRENT BUDGET	CURRENT PERIOD	YEAR TO DATE ACTUAL	BUDGET BALANCE	% OF BUDGET
130-5-40-5010 DIRECTORS COMPENSATION	3,000.00	166.85	166.85	2,833.15	5.56
130-5-40-5020 DIRECTOR BENEFITS	100.00	0.00	0.00	100.00	0.00
130-5-40-5030 DIRECTOR HEALTH BENEFITS	40,116.00	3,261.45	3,261.45	36,854.55	8.13
130-5-40-5080 MEMBERSHIP & SUBSCRIPTION	0.00	0.00	0.00	0.00	0.00
130-5-40-5170 TRAVEL MILEAGE	200.00	0.00	0.00	200.00	0.00
130-5-40-5175 EDUCATION / SEMINARS	0.00	0.00	0.00	0.00	0.00
130-5-40-5176 DIRECTOR TRAINING	1,500.00	0.00	0.00	1,500.00	0.00
TOTAL DIRECTORS	44,916.00	3,428.30	3,428.30	41,487.70	7.63
TOTAL EXPENDITURES	1,522,289.00	94,648.38	94,648.38	1,427,640.62	6.22
REVENUES OVER/(UNDER) EXPENDITURES	386,911.00	47,026.79	47,026.79	339,884.21	12.15

*** END OF REPORT ***



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT

July 2018

**FINANCIAL REPORT
POOLED CASH**

AS OF July 31, 2018

Beginning Balance	616,251.92
Cash Receipts	
Deposit	274,135.00
Transfer Out	
Total Receipts	274,135.00
Cash Disbursements	
Accounts Payable + Bank Draft	231,365.18
Payroll	53,429.72
Bank Fees	3,026.13
Total Disbursements	287,821.03
Ending Balance	602,565.89

TEMPORARY INVESTMENTS

AS OF July 31, 2018

Fund		LAIF	Money Mkt	Total	G/L Bal
120	Sewer Operating Fund	68,801.19	54,105.51	122,906.70	122,906.70
130	Water Operating Fund	102,533.30	145,767.36	248,300.66	248,300.66
215	1995-2 Redemption	62,216.62	331,791.17	394,007.78	394,007.78
218	CIEDB Redemption	11,771.38	-	11,771.38	11,771.38
219	USDARUS Solar Loan (Sewer)	837.73	79,198.23	80,035.95	80,035.95
313	Wastewater Cap Fac Reserved	264,509.67	73,273.64	337,783.31	337,783.31
314	Wastewater Cap Fac Unrestricted	267,230.07	15,164.94	282,395.01	282,395.01
319	Solar Reserve	-	31,262.28	31,262.28	31,262.28
320	Water Capital Fund	-	6,038.68	6,038.68	6,038.68
350	CIEDB Loan Reserve	175,044.03	-	175,044.03	175,044.03
711	Bond Administration	27,763.40	1,085.25	28,848.65	28,848.65
TOTAL		980,707.37	737,687.06	1,718,394.43	1,718,394.43

#4

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 7/01/2018 THRU 7/31/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT --DATE-- --TYPE-- NUMBER -----DESCRIPTION----- ---AMOUNT--- STATUS FOLIO CLEAR DATE

BANK DRAFT:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/06/2018	BANK-DRAFT	000209	CALIFORNIA PUBLIC EMPLOYEES RE	5,124.74CR	CLEARED	A	7/09/2018
1010	7/06/2018	BANK-DRAFT	000210	NATIONWIDE RETIREMENT SOLUTION	625.00CR	CLEARED	A	7/09/2018
1010	7/06/2018	BANK-DRAFT	000211	STATE OF CALIFORNIA EDD	1,680.83CR	CLEARED	A	7/09/2018
1010	7/06/2018	BANK-DRAFT	000212	US DEPARTMENT OF THE TREASURY	4,081.12CR	CLEARED	A	7/09/2018
1010	7/09/2018	BANK-DRAFT		1950 Survivor ER Contributions	858.00CR	CLEARED	G	7/13/2018
1010	7/16/2018	BANK-DRAFT		STATE OF CALIFORNIA EDD	50.69CR	CLEARED	G	7/16/2018
1010	7/20/2018	BANK-DRAFT	000213	CALIFORNIA PUBLIC EMPLOYEES RE	5,448.98CR	CLEARED	A	7/23/2018
1010	7/20/2018	BANK-DRAFT	000214	NATIONWIDE RETIREMENT SOLUTION	850.00CR	CLEARED	A	7/20/2018
1010	7/20/2018	BANK-DRAFT	000215	STATE OF CALIFORNIA EDD	1,665.26CR	CLEARED	A	7/20/2018
1010	7/20/2018	BANK-DRAFT	000216	US DEPARTMENT OF THE TREASURY	4,107.51CR	CLEARED	A	7/20/2018
1010	7/27/2018	BANK-DRAFT	000217	US DEPARTMENT OF THE TREASURY	45.90CR	CLEARED	A	7/27/2018

CHECK:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/06/2018	CHECK	035603	ACTION SANITARY, INC.	134.06CR	CLEARED	A	7/12/2018
1010	7/06/2018	CHECK	035604	ALPHA ANALYTICAL LABORATORIES	707.00CR	CLEARED	A	7/11/2018
1010	7/06/2018	CHECK	035605	CALIFORNIA RURAL WATER ASSOCIA	1,070.00CR	CLEARED	A	7/11/2018
1010	7/06/2018	CHECK	035606	INTERNAL REVENUE SERVICE	6.52CR	CLEARED	A	7/10/2018
1010	7/06/2018	CHECK	035607	MEDIACOM	512.83CR	CLEARED	A	7/11/2018
1010	7/06/2018	CHECK	035608	NBS GOVERNMENT FINANCE GROUP	1,802.85CR	CLEARED	A	7/10/2018
1010	7/06/2018	CHECK	035609	OFFICE DEPOT	70.99CR	CLEARED	A	7/13/2018
1010	7/06/2018	CHECK	035610	SPECIAL DISTRICT RISK MANAGEME	50,942.90CR	CLEARED	A	7/11/2018
1010	7/06/2018	CHECK	035611	USA BLUE BOOK	48.44CR	CLEARED	A	7/16/2018
1010	7/06/2018	CHECK	035612	BROWN, ELIZABETH	5.54CR	OUTSTND	A	0/00/0000
1010	7/06/2018	CHECK	035613	KOCH, MICHAEL & CATH	135.72CR	OUTSTND	A	0/00/0000
1010	7/06/2018	CHECK	035614	MAGALLON, JOSE R	110.04CR	CLEARED	A	7/12/2018
1010	7/06/2018	CHECK	035615	BOWERS, GAYLEN	75.84CR	CLEARED	A	7/18/2018
1010	7/06/2018	CHECK	035616	BUCKINGHAM, WENDY	39.67CR	CLEARED	A	7/27/2018
1010	7/06/2018	CHECK	035617	HASKINS, DARRELL	29.36CR	OUTSTND	A	0/00/0000
1010	7/06/2018	CHECK	035618	KEELER, PATRICIA	75.24CR	CLEARED	A	7/13/2018
1010	7/13/2018	CHECK	035619	ACWA/JPIA	873.93CR	CLEARED	A	7/17/2018
1010	7/13/2018	CHECK	035620	ALPHA ANALYTICAL LABORATORIES	414.00CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035621	BADGER METER	207.00CR	CLEARED	A	7/20/2018
1010	7/13/2018	CHECK	035622	CALIFORNIA PUBLIC EMPLOYEES FI	9,617.53CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035623	DATAPROSE	1,559.96CR	CLEARED	A	7/19/2018
1010	7/13/2018	CHECK	035624	E & M ELECTRIC & MACHINERY, IN	6,060.18CR	CLEARED	A	7/17/2018
1010	7/13/2018	CHECK	035625	GHD	20,394.45CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035626	GARDENS BY JILLIAN	200.00CR	CLEARED	A	7/20/2018
1010	7/13/2018	CHECK	035627	LAKE COUNTY RECORD BEE	337.27CR	OUTSTND	A	0/00/0000
1010	7/13/2018	CHECK	035628	MENDO MILL CLEARLAKE	540.66CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035629	MICHELLE HAMILTON	625.00CR	CLEARED	A	7/23/2018
1010	7/13/2018	CHECK	035630	NAPA AUTO PARTS	73.94CR	CLEARED	A	7/23/2018
1010	7/13/2018	CHECK	035631	NBS GOVERNMENT FINANCE GROUP	11,700.00CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035632	OFFICE DEPOT	248.28CR	CLEARED	A	7/24/2018
1010	7/13/2018	CHECK	035633	REDFORD SERVICES	950.00CR	CLEARED	A	7/24/2018

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 7/01/2018 THRU 7/31/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT --DATE-- --TYPE-- NUMBER -----DESCRIPTION----- ---AMOUNT--- STATUS FOLIO CLEAR DATE

CHECK:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/13/2018	CHECK	035634	SOUTH LAKE REFUSE COMPANY	376.80CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035635	SPECIAL DISTRICT RISK MANAGEME	29,728.92CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035636	STREAMLINE	200.00CR	CLEARED	A	7/17/2018
1010	7/13/2018	CHECK	035637	TELSTAR INSTRUMENTS, INC	9,429.11CR	CLEARED	A	7/17/2018
1010	7/13/2018	CHECK	035638	TYLER TECHNOLOGY	2,040.60CR	CLEARED	A	7/19/2018
1010	7/13/2018	CHECK	035639	US BANK - GLOBAL CORP TRUST SV	31,571.95CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035640	USA BLUE BOOK	1,331.20CR	CLEARED	A	7/26/2018
1010	7/13/2018	CHECK	035641	WESTGATE PETROLEUM CO., INC.	468.35CR	CLEARED	A	7/17/2018
1010	7/13/2018	CHECK	035642	WIPF CONSTRUCTION	780.00CR	CLEARED	A	7/20/2018
1010	7/13/2018	CHECK	035643	SALBERG, TIMOTHY	35.00CR	CLEARED	A	7/18/2018
1010	7/13/2018	CHECK	035644	LESCHER, SHAWN	6.16CR	CLEARED	A	7/30/2018
1010	7/20/2018	CHECK	035645	ALPHA ANALYTICAL LABORATORIES	1,998.00CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035646	VOID CHECK	0.00	CLEARED	A	7/24/2018
1010	7/20/2018	CHECK	035647	ARMED FORCE PEST CONTROL, INC.	195.00CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035648	AT&T	320.25CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035649	BOLD POLISNER MADDOX NELSON &	315.00CR	CLEARED	A	7/26/2018
1010	7/20/2018	CHECK	035650	COASTLAND CIVIL ENGINEERING, I	2,177.50CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035651	HARDESTER'S MARKETS & HARDWARE	365.39CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035652	LOCAL GOVERNMENT COMMISSION IN	802.10CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035653	PETTY CASH REIMBURSEMENT	438.31CR	CLEARED	A	7/23/2018
1010	7/20/2018	CHECK	035654	ST HELENA HOSPITAL dba JOBCARE	260.00CR	CLEARED	A	7/24/2018
1010	7/20/2018	CHECK	035655	VERIZON WIRELESS	787.85CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035656	WAGNER & BONSIGNORE	3,970.60CR	CLEARED	A	7/26/2018
1010	7/20/2018	CHECK	035657	MARTIN, SAMUEL	145.43CR	CLEARED	A	7/25/2018
1010	7/20/2018	CHECK	035658	NIEMOTKA, ANTHONY	199.05CR	CLEARED	A	7/27/2018
1010	7/27/2018	CHECK	035659	ALPHA ANALYTICAL LABORATORIES	835.00CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035660	CARDMEMBER SERVICE	1,891.37CR	CLEARED	A	8/07/2018
1010	7/27/2018	CHECK	035661	MENDO MILL CLEARLAKE	83.41CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035662	OFFICE DEPOT	153.20CR	CLEARED	A	8/08/2018
1010	7/27/2018	CHECK	035663	PACE SUPPLY CORP	1,376.98CR	CLEARED	A	8/02/2018
1010	7/27/2018	CHECK	035664	RICOH USA, INC.	520.92CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035665	SPECIAL DISTRICT RISK MANAGEME	356.56CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035666	TYLER TECHNOLOGY	121.00CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035667	USA BLUE BOOK	1,366.56CR	CLEARED	A	8/06/2018
1010	7/27/2018	CHECK	035668	WESTGATE PETROLEUM CO., INC.	962.27CR	CLEARED	A	8/07/2018
1010	7/27/2018	CHECK	035669	WIPF CONSTRUCTION	1,520.00CR	CLEARED	A	8/03/2018
1010	7/27/2018	CHECK	035670	RHOADS, PAMELA	80.95CR	OUTSTND	A	0/00/0000
1010	7/27/2018	CHECK	035671	PHARRIS, JILL	47.16CR	OUTSTND	A	0/00/0000

DEPOSIT:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/02/2018	DEPOSIT		CREDIT CARD 7/02/2018	2,220.58	CLEARED	C	7/02/2018
1010	7/02/2018	DEPOSIT	000001	CREDIT CARD 7/02/2018	1,673.20	CLEARED	C	7/03/2018
1010	7/02/2018	DEPOSIT	000002	CREDIT CARD 7/02/2018	2,942.36	CLEARED	C	7/05/2018
1010	7/02/2018	DEPOSIT	000003	CREDIT CARD 7/02/2018	1,293.33	CLEARED	C	7/05/2018

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 7/01/2018 THRU 7/31/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	7/02/2018	DEPOSIT	000004	REGULAR DAILY POST 7/02/2018	4,094.39	CLEARED	C	7/03/2018
1010	7/03/2018	DEPOSIT		CREDIT CARD 7/03/2018	2,002.56	CLEARED	C	7/05/2018
1010	7/03/2018	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	62.03	CLEARED	U	7/03/2018
1010	7/03/2018	DEPOSIT	000002	DAILY PAYMENT POSTING - ADJ	3.08	CLEARED	U	7/03/2018
1010	7/03/2018	DEPOSIT	000003	CREDIT CARD 7/03/2018	671.94	CLEARED	C	7/06/2018
1010	7/03/2018	DEPOSIT	000004	REGULAR DAILY POST 7/03/2018	765.09	CLEARED	C	7/05/2018
1010	7/05/2018	DEPOSIT		CREDIT CARD 7/05/2018	780.84	CLEARED	C	7/09/2018
1010	7/05/2018	DEPOSIT	000001	CREDIT CARD 7/05/2018	960.39	CLEARED	C	7/09/2018
1010	7/05/2018	DEPOSIT	000002	CREDIT CARD 7/05/2018	853.06	CLEARED	C	7/09/2018
1010	7/05/2018	DEPOSIT	000003	REGULAR DAILY POST 7/05/2018	2,269.43	CLEARED	C	7/06/2018
1010	7/06/2018	DEPOSIT		CREDIT CARD 7/06/2018	1,180.24	CLEARED	C	7/09/2018
1010	7/06/2018	DEPOSIT	000001	CREDIT CARD 7/06/2018	1,381.92	CLEARED	C	7/09/2018
1010	7/06/2018	DEPOSIT	000002	REGULAR DAILY POST 7/06/2018	3,389.80	CLEARED	C	7/09/2018
1010	7/09/2018	DEPOSIT		CREDIT CARD 7/09/2018	1,491.11	CLEARED	C	7/09/2018
1010	7/09/2018	DEPOSIT	000001	CREDIT CARD 7/09/2018	1,991.93	CLEARED	C	7/10/2018
1010	7/09/2018	DEPOSIT	000002	CREDIT CARD 7/09/2018	1,794.05	CLEARED	C	7/11/2018
1010	7/09/2018	DEPOSIT	000003	CREDIT CARD 7/09/2018	1,884.96	CLEARED	C	7/12/2018
1010	7/09/2018	DEPOSIT	000004	REGULAR DAILY POST 7/09/2018	13,983.35	CLEARED	C	7/10/2018
1010	7/10/2018	DEPOSIT		CREDIT CARD 7/10/2018	1,718.51	CLEARED	C	7/12/2018
1010	7/10/2018	DEPOSIT	000001	CREDIT CARD 7/10/2018	3,307.84	CLEARED	C	7/13/2018
1010	7/10/2018	DEPOSIT	000002	REGULAR DAILY POST 7/10/2018	7,067.18	CLEARED	C	7/11/2018
1010	7/10/2018	DEPOSIT	000003	CREDIT CARD 7/10/2018	452.16	CLEARED	C	7/13/2018
1010	7/11/2018	DEPOSIT		CREDIT CARD 7/11/2018	1,270.97	CLEARED	C	7/16/2018
1010	7/11/2018	DEPOSIT	000001	CREDIT CARD 7/11/2018	2,874.23	CLEARED	C	7/16/2018
1010	7/11/2018	DEPOSIT	000002	CREDIT CARD 7/11/2018	8,520.34	CLEARED	C	7/16/2018
1010	7/11/2018	DEPOSIT	000003	REGULAR DAILY POST 7/11/2018	11,109.71	CLEARED	C	7/12/2018
1010	7/12/2018	DEPOSIT		CREDIT CARD 7/12/2018	1,791.60	CLEARED	C	7/16/2018
1010	7/12/2018	DEPOSIT	000001	CREDIT CARD 7/12/2018	730.22	CLEARED	C	7/17/2018
1010	7/12/2018	DEPOSIT	000002	CREDIT CARD 7/12/2018	1,732.00	CLEARED	C	7/16/2018
1010	7/12/2018	DEPOSIT	000003	REGULAR DAILY POST 7/12/2018	10,728.59	CLEARED	C	7/13/2018
1010	7/12/2018	DEPOSIT	000004	DAILY PAYMENT POSTING - ADJ	46.24CR	CLEARED	U	7/13/2018
1010	7/12/2018	DEPOSIT	000005	DAILY PAYMENT POSTING	46.74	CLEARED	U	7/13/2018
1010	7/13/2018	DEPOSIT		CREDIT CARD 7/13/2018	1,540.57	CLEARED	C	7/18/2018
1010	7/13/2018	DEPOSIT	000001	CREDIT CARD 7/13/2018	1,671.84	CLEARED	C	7/16/2018
1010	7/13/2018	DEPOSIT	000002	REGULAR DAILY POST 7/13/2018	6,326.15	CLEARED	C	7/16/2018
1010	7/16/2018	DEPOSIT		CREDIT CARD 7/16/2018	1,519.20	CLEARED	C	7/19/2018
1010	7/16/2018	DEPOSIT	000001	CREDIT CARD 7/16/2018	2,907.70	CLEARED	C	7/19/2018
1010	7/16/2018	DEPOSIT	000002	CREDIT CARD 7/16/2018	1,647.66	CLEARED	C	7/19/2018
1010	7/16/2018	DEPOSIT	000003	CREDIT CARD 7/16/2018	1,737.34	CLEARED	C	7/19/2018
1010	7/16/2018	DEPOSIT	000004	REGULAR DAILY POST 7/16/2018	16,964.13	CLEARED	C	7/17/2018
1010	7/16/2018	DEPOSIT	000005	DRAFT POSTING	11,698.10	CLEARED	U	7/17/2018
1010	7/16/2018	DEPOSIT	000006	CC DRAFT POSTING	17,269.04	CLEARED	U	7/19/2018
1010	7/17/2018	DEPOSIT		CREDIT CARD 7/17/2018	1,653.10	CLEARED	C	7/19/2018
1010	7/17/2018	DEPOSIT	000001	CREDIT CARD 7/17/2018	1,705.91	CLEARED	C	7/20/2018

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 7/01/2018 THRU 7/31/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT	--DATE--	--TYPE--	NUMBER	-----DESCRIPTION-----	---AMOUNT---	STATUS	FOLIO	CLEAR DATE
DEPOSIT:								
1010	7/17/2018	DEPOSIT	000002	REGULAR DAILY POST 7/17/2018	3,443.67	CLEARED	C	7/18/2018
1010	7/18/2018	DEPOSIT		CREDIT CARD 7/18/2018	2,478.74	CLEARED	C	7/20/2018
1010	7/18/2018	DEPOSIT	000001	CREDIT CARD 7/18/2018	2,315.04	CLEARED	C	7/23/2018
1010	7/18/2018	DEPOSIT	000002	REGULAR DAILY POST 7/18/2018	5,589.51	CLEARED	C	7/19/2018
1010	7/19/2018	DEPOSIT		CREDIT CARD 7/19/2018	3,639.64	CLEARED	C	7/23/2018
1010	7/19/2018	DEPOSIT	000001	DAILY PAYMENT POSTING - ADJ	64.92CR	CLEARED	U	7/19/2018
1010	7/19/2018	DEPOSIT	000002	CREDIT CARD 7/19/2018	3,365.37	CLEARED	C	7/23/2018
1010	7/19/2018	DEPOSIT	000003	REGULAR DAILY POST 7/19/2018	35,311.35	CLEARED	C	7/20/2018
1010	7/20/2018	DEPOSIT		CREDIT CARD 7/20/2018	4,577.10	CLEARED	C	7/23/2018
1010	7/20/2018	DEPOSIT	000001	CREDIT CARD 7/20/2018	5,235.78	CLEARED	C	7/23/2018
1010	7/20/2018	DEPOSIT	000002	REGULAR DAILY POST 7/20/2018	11,732.28	CLEARED	C	7/23/2018
1010	7/20/2018	DEPOSIT	000003	CREDIT CARD 7/20/2018	4,235.90	CLEARED	C	7/23/2018
1010	7/23/2018	DEPOSIT		CREDIT CARD 7/23/2018	926.36	CLEARED	C	7/24/2018
1010	7/23/2018	DEPOSIT	000001	CREDIT CARD 7/23/2018	1,329.40	CLEARED	C	7/24/2018
1010	7/23/2018	DEPOSIT	000002	CREDIT CARD 7/23/2018	373.43	CLEARED	C	7/25/2018
1010	7/23/2018	DEPOSIT	000003	CREDIT CARD 7/23/2018	1,657.03	CLEARED	C	7/26/2018
1010	7/23/2018	DEPOSIT	000004	REGULAR DAILY POST 7/23/2018	4,505.21	CLEARED	C	7/24/2018
1010	7/24/2018	DEPOSIT		CREDIT CARD 7/24/2018	773.88	CLEARED	C	7/26/2018
1010	7/24/2018	DEPOSIT	000001	CREDIT CARD 7/24/2018	570.31	CLEARED	C	7/27/2018
1010	7/24/2018	DEPOSIT	000002	REGULAR DAILY POST 7/24/2018	1,121.59	CLEARED	C	7/25/2018
1010	7/25/2018	DEPOSIT		CREDIT CARD 7/25/2018	373.36	CLEARED	C	7/27/2018
1010	7/25/2018	DEPOSIT	000001	CREDIT CARD 7/25/2018	373.68	CLEARED	C	7/30/2018
1010	7/25/2018	DEPOSIT	000002	REGULAR DAILY POST 7/25/2018	1,105.99	CLEARED	C	7/26/2018
1010	7/26/2018	DEPOSIT		CREDIT CARD 7/26/2018	888.00	CLEARED	C	7/30/2018
1010	7/26/2018	DEPOSIT	000001	CREDIT CARD 7/26/2018	381.12	CLEARED	C	7/30/2018
1010	7/26/2018	DEPOSIT	000002	REGULAR DAILY POST 7/26/2018	3,112.38	CLEARED	C	7/27/2018
1010	7/27/2018	DEPOSIT		CREDIT CARD 7/27/2018	243.15	CLEARED	C	7/30/2018
1010	7/27/2018	DEPOSIT	000001	CREDIT CARD 7/27/2018	1,148.14	CLEARED	C	7/30/2018
1010	7/27/2018	DEPOSIT	000002	REGULAR DAILY POST 7/27/2018	1,609.58	CLEARED	C	7/30/2018
1010	7/30/2018	DEPOSIT		CREDIT CARD 7/30/2018	721.64	CLEARED	C	7/30/2018
1010	7/30/2018	DEPOSIT	000001	CREDIT CARD 7/30/2018	641.73	CLEARED	C	7/31/2018
1010	7/30/2018	DEPOSIT	000002	CREDIT CARD 7/30/2018	159.44	CLEARED	C	8/01/2018
1010	7/30/2018	DEPOSIT	000003	CREDIT CARD 7/30/2018	631.02	CLEARED	C	8/02/2018
1010	7/30/2018	DEPOSIT	000004	REGULAR DAILY POST 7/30/2018	1,856.55	CLEARED	C	7/31/2018
1010	7/31/2018	DEPOSIT		CREDIT CARD 7/31/2018	500.30	CLEARED	C	8/02/2018
1010	7/31/2018	DEPOSIT	000001	CREDIT CARD 7/31/2018	767.63	CLEARED	C	8/03/2018
1010	7/31/2018	DEPOSIT	000002	REGULAR DAILY POST 7/31/2018	870.39	CLEARED	C	8/01/2018

MISCELLANEOUS:

1010	7/03/2018	MISC.		DAILY PAYMENT POSTING -ADJ	3.08	CLEARED	G	7/31/2018
1010	7/03/2018	MISC.	000001	DAILY PAYMENT POSTING -ADJ	3.08CR	CLEARED	G	7/31/2018
1010	7/03/2018	MISC.	034494	BECK, DANIEL B UNPOST	3.08	CLEARED	A	7/03/2018
1010	7/03/2018	MISC.	034495	DAILY PAYMENT POSTING -ADJ	3.08CR	CLEARED	G	7/03/2018
1010	7/03/2018	MISC.	134494	DAILY PAYMENT POSTING -ADJ	3.08	CLEARED	H	7/31/2018

COMPANY: 999 - POOLED CASH FUND
 ACCOUNT: 1010 CASH - POOLED
 TYPE: All
 STATUS: All
 FOLIO: All

CHECK DATE: 7/01/2018 THRU 7/31/2018
 CLEAR DATE: 0/00/0000 THRU 99/99/9999
 STATEMENT: 0/00/0000 THRU 99/99/9999
 VOIDED DATE: 0/00/0000 THRU 99/99/9999
 AMOUNT: 0.00 THRU 999,999,999.99
 CHECK NUMBER: 000000 THRU 999999

ACCOUNT --DATE-- --TYPE-- NUMBER -----DESCRIPTION----- ---AMOUNT--- STATUS FOLIO CLEAR DATE

MISCELLANEOUS:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/06/2018	MISC.		PAYROLL DIRECT DEPOSIT	24,884.35CR	CLEARED	P	7/06/2018
1010	7/20/2018	MISC.		PAYROLL DIRECT DEPOSIT	28,268.32CR	CLEARED	P	7/20/2018
1010	7/27/2018	MISC.		PAYROLL DIRECT DEPOSIT	277.05CR	CLEARED	P	7/27/2018
1010	7/31/2018	MISC.		Reconcile 18-0790-00	3.08CR	CLEARED	G	7/31/2018

SERVICE CHARGE:

ACCOUNT	DATE	TYPE	NUMBER	DESCRIPTION	AMOUNT	STATUS	FOLIO	CLEAR DATE
1010	7/02/2018	SERV-CHG		JUNE 2018 ETS FEES	1,068.66CR	CLEARED	G	7/02/2018
1010	7/02/2018	SERV-CHG	000001	JUNE 2018 ETS FEES	782.81CR	CLEARED	G	7/02/2018
1010	7/02/2018	SERV-CHG	000002	JUNE 2018 ETS FEES	406.78CR	CLEARED	G	7/02/2018
1010	7/03/2018	SERV-CHG		2018 ANNUAL ETS FEES	450.00CR	CLEARED	G	7/03/2018
1010	7/16/2018	SERV-CHG		June Analysis Fee 07/16/2018	317.88CR	CLEARED	G	7/16/2018

TOTALS FOR ACCOUNT 1010

CHECK	TOTAL:	206,827.15CR
DEPOSIT	TOTAL:	274,135.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	53,429.72CR
SERVICE CHARGE	TOTAL:	3,026.13CR
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	24,538.03CR

53429.72 payroll

TOTALS FOR POOLED CASH FUND

CHECK	TOTAL:	206,827.15CR
DEPOSIT	TOTAL:	274,135.00
INTEREST	TOTAL:	0.00
MISCELLANEOUS	TOTAL:	53,429.72CR
SERVICE CHARGE	TOTAL:	3,026.13CR
EFT	TOTAL:	0.00
BANK-DRAFT	TOTAL:	24,538.03CR



HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT
JULY 2018
FINANCIAL REPORT

CAPITAL BUDGET
2018 - 2019

SEWER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Construction Truck (60%)	314	78,000.00	
Headworks Rake	314	62,000.00	
I & I Repair	314	55,000.00	
I & I Study (Intern/Fellowship)	313	46,000.00	
Total		241,000.00	-

SEWER CIP REVENUE	FUND	Revenue	Yr to Date Actual
Sewer Op Reserve (1.5%)	313	20,000	1,650
FEMA/CalOES	313	102,000	
SEWER CIP (1.5%)	314	20,000	1,650
FEMA/CalOES	314	193,000	
Total		335,000	3,300

WATER CIP EXPENSES	FUND	Budget	Yr to Date Actual
Unit 9 Tank Replacement	*1	1,279,000.00	
Repair Water Main Line	*2	150,000.00	
Construction Truck	320	52,000.00	
Total		1,481,000.00	-

WATER CIP/OP RESERVE	FUND	Revenue	Yr to Date Actual
Water Capital Fund (6%)	320	115,000	9,894
Water OP Reserve Fund -NEW- (3.75%)	325	72,000	6,180
Total		187,000	16,074

*1 PROP 1 (50%) & SRF LOAN (50%)

*2 PROP 1 (50%) & SRF LOAN (50%)

#6



MEMO

To: Board of Directors
From: Trish Wilkinson, Full Charge Bookkeeper
Date: 08/14/2018
RE: Office & Administrative Staff Overtime Monthly Report

July 2018

Overtime:

Administrative Assistant:	1.00	hour
Water Resources Specialist:	-	
Full Charge Bookkeeper:	-	
Senior Accounts Representative:	1.00	hour
Senior Accounts Representative:	<u>.50</u>	hour
Total Overtime:	2.50	hours

MEMO

To: Board of Directors

From: Marty Rodriguez

Date: 08/10/2018

RE: Senior Account Representative's Monthly Report

Monthly Billing 07/31/2018

Mailed statements: 2,146

Electronic statements: 448

The statement "SPECIAL MESSAGE"

Reflected on this bill, the FY 2017/2018 rates apply. The new volumetric rate is \$.0230 per cubic foot as listed on the reverse side of this bill. The District office will be closed from 12pm – 1pm on the 3rd Wednesday of each month.

Notice to obtain copy of CCR's inserted with monthly billing statement

Delinquent Billing 07/20/2018

Delinquent statements for July bills:

Mailed statements: 477

Electronic statements: 73

Courtesy Notification 08/07/2018

Courtesy notices delivered to the customer's property for delinquent July's bill: 154

Electronic notices: 23

Phone Notification 08/08/2018

Phone notifications: 113

The phone notification was sent out around 10:30 am resulting in 82 payments received by the office staff during business hours.

Lock Offs 08/09/2018

31 Customers were in the Lock Off Process at 5:00 pm on 08/08/2018.

19 payments were made before service orders went out in the field at 9:00 am on 08/09/2018.

A total of 12 customers were Locked Off for nonpayment.

Throughout Lock off day 8 payments were collected and meters unlocked.

At the time of this report only 4 meters remain locked.



Hidden Valley Lake Community Services District

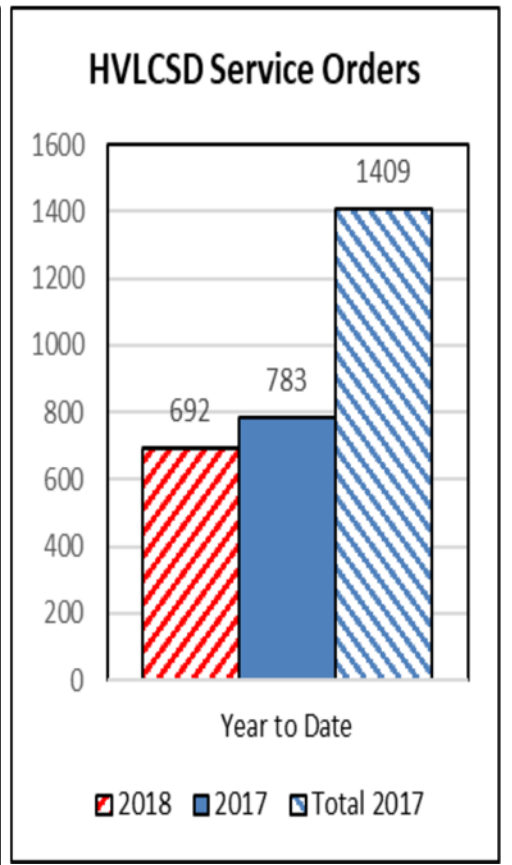
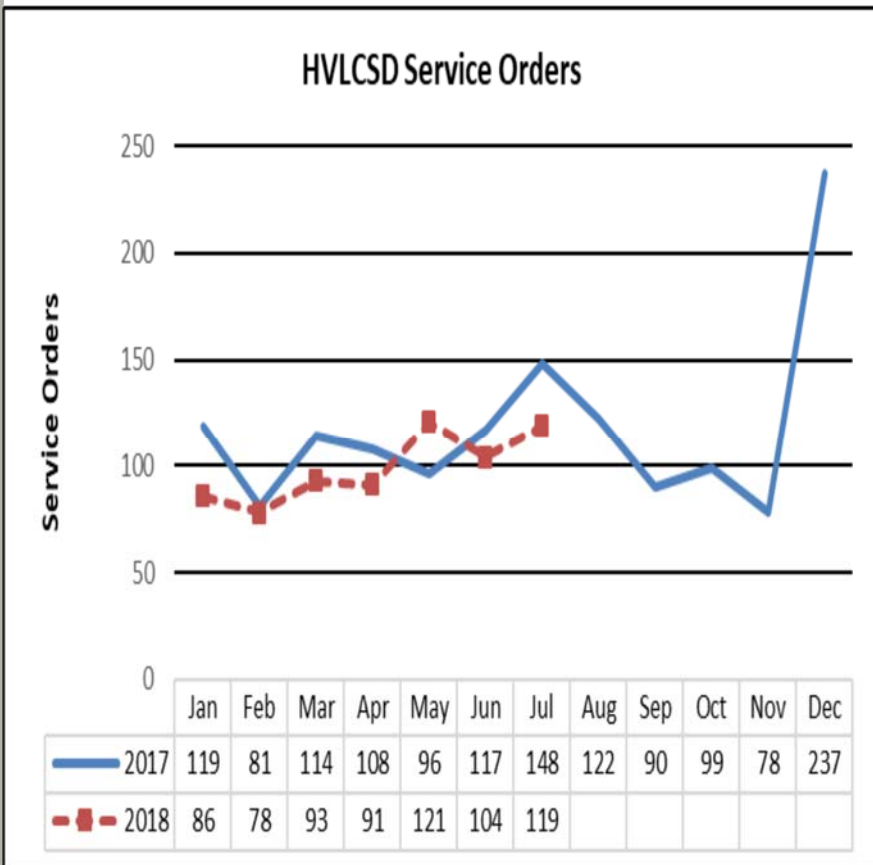
July 2018 Report

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Water Connections:		Sewer Connections:	
New (July)	0	New (July)	1
Residential (June)	2440	Residential (June)	1470
Commercial & Govt (June)	39	Commercial & Govt (June)	15
Total (July) :	2479		1486

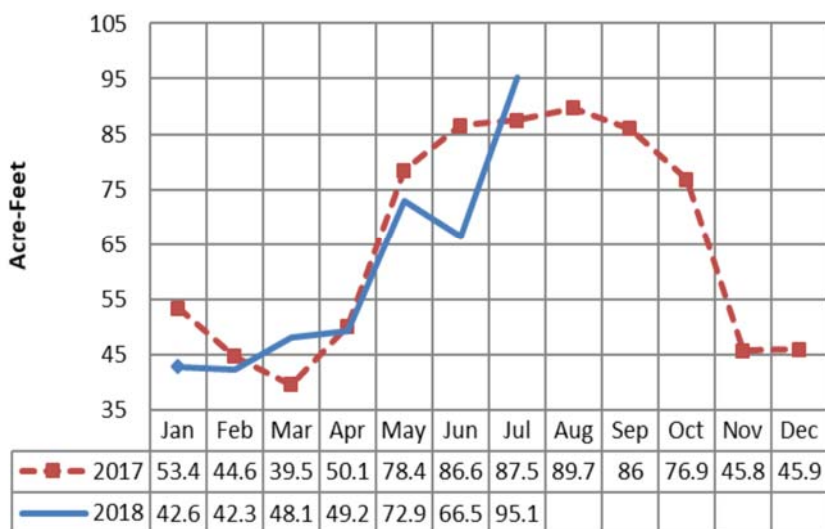
Rainfall		
This month	Last year	Historical
0	.0	.01



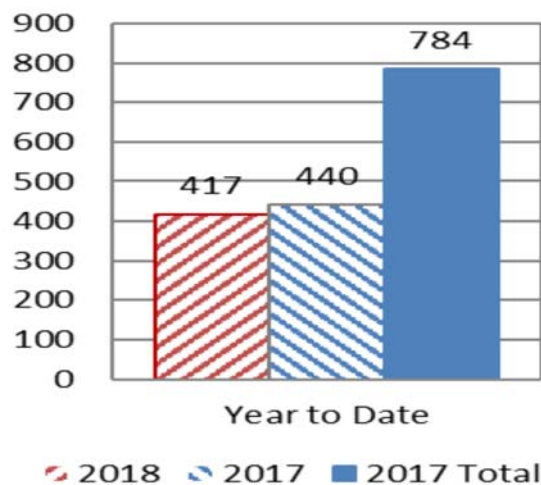
Hours	
Overtime Hours	32
	\$1,266.68

July 2018 Field Report

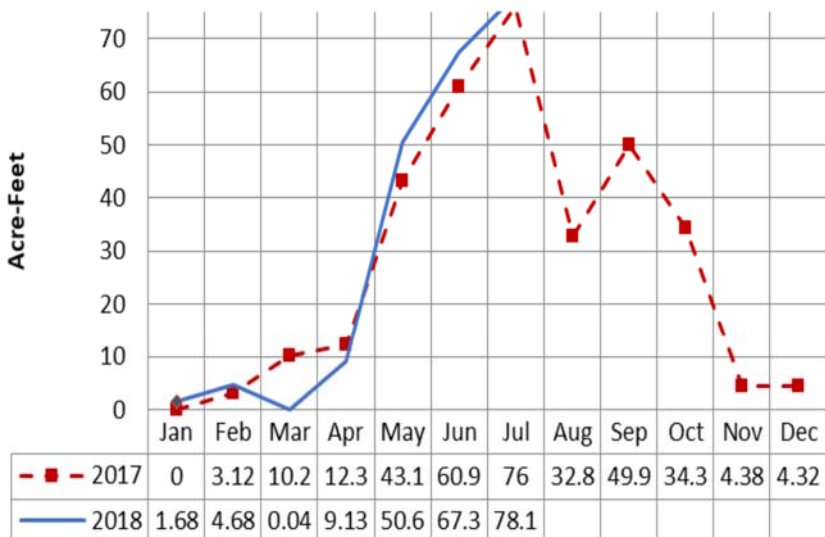
HVLCSD Municipal Well Production



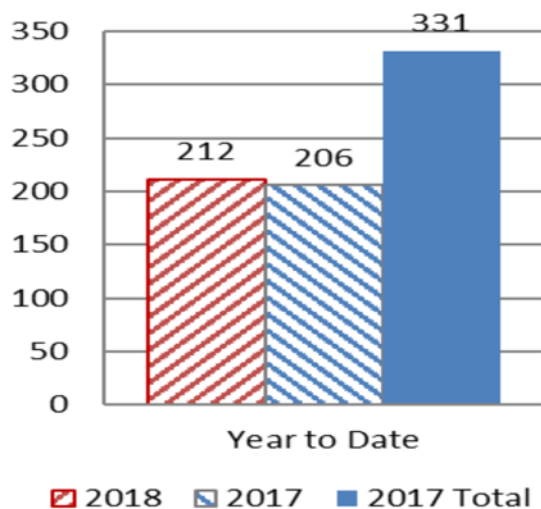
HVLCSD Municipal Well Production



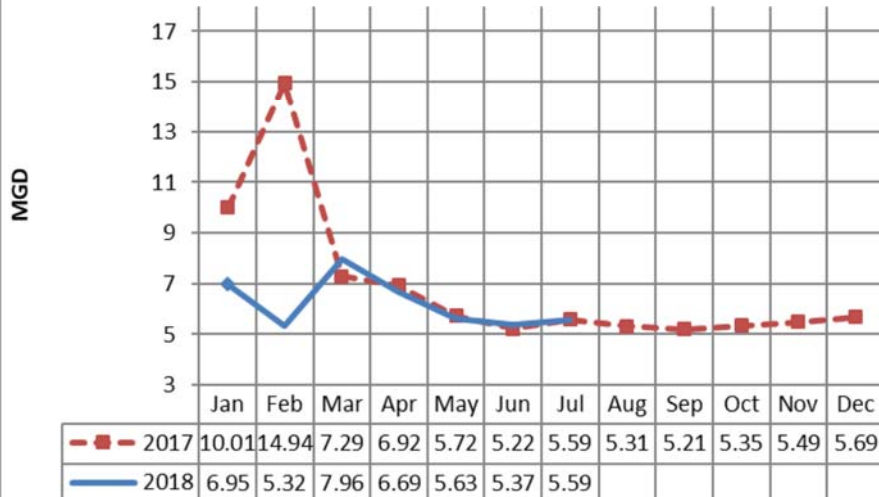
HVLCSD Municipal Reclaimed Water Use



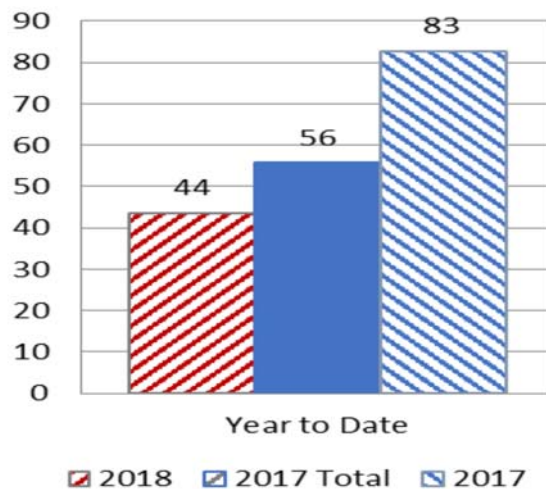
HVLCSD Municipal Reclaimed Water



HVLCSD Municipal Wastewater Influent



HVLCSD Municipal Wastewater Influent



Projects Update

FEMA projects

- LKHVF83 (DR-4308)
 - 7/25 CalOES Notification of payment received (\$295,485.36)
 - 7/21 Aquatic Harvesting reached the financial end of the contract
 - ~60% of pond completed (look for “Aquatic Harvesting” video at hvlcsd.org/sewer-news)
 - Discussions for additional work underway
 - 7/31 Invitation for bids initiated.
 - 8/10 Opening of sealed bids
 - 8/15 Special BOD meeting to approve expenditure and award contract
- HMGP NOI DR-4344 Project-0512
 - 7/5 Invitation to apply for LHMP funding

Non-FEMA projects

- Moratorium
 - 8/16 Mtg with DWR SWRCB scheduled
- Solar
 - Solectria Service Call
 - 7/16 Parts delivered
 - 7/31 Technicians on-site to install parts
 - 8/1 Field service report delivered (see attached)
 - Additional parts sent
- Conservation
 - Embedded energy discussion with Trane
- AMI
 - 7/26 Fiscal Sustainability Plan completed/submitted to CWSRF
 - Currently ~100 cellular meters installed in community
- CivicSpark - Interviews underway for new service year.
- IT Assessment—Applied Technology Solutions
 - Conducted IT –focused tour of the District
 - Applied TS to deliver financial assessment of IT needs

Alyssa Gordon

From: Do Not Reply <donotreply@solectria.com>
Sent: Wednesday, August 1, 2018 2:50 PM
To: agordon@hvlcsd.org; keith.barriere@solectria.com
Subject: Service Report for WO-00054740 at Hidden Valley Lake Community Services, [ref:_00DU0KJ88._5000BkWZym:ref]



Field Service Report for Inverter with S/N: #110206-02Inverter,

I Inverter Information

Case	
Case Number:	00097791
Case Initiated by:	Phone
Work Order Number	WO-00054740
Billing Type:	No Charge
Location	
Site:	Hidden Valley Lake Community Services
Street:	18896 Grange Rd.
City:	Middletown
Zip:	95461
Country:	United States
Contact	
Contact Name:	Alyssa Gordon
Contact Account:	Hidden Valley Lake Community Services
Contact Phone:	(707) 987-9201
Contact Email:	agordon@hvlcsd.org
Product	
Serial Number:	110206-02Inverter
Model:	SIG 250kW
SRV Address:	E2:76:24

II Service Assignment

Technician:	Richard Reynoso
Schedule Date:	7/31/2018 9:00 AM

III Evaluation

Subject:	Waiting for AC
Arrival/Inspection	
Safety Officer:	Pal Hayer, Solectria
Weather Conditions:	Hazy, 78 deg F.
Systems Status	Array was dusty, likely from the ash from the nearby wild fire.
Equipment Inspection:	Exterior: was in decent condition. Rust noted along door hinge. Intake was about 30-40% saturated. Exhaust was clear. Interior: was dirty. Fan was replaced and box cover left on master DMGI. Heating on multiple components. RS485 landed incorrectly.
Inverter Events:	<ol style="list-style-type: none"> 1. 5049 x Power Derated. 2. 806 x AC Voltage High. 3. 532 x Min Vmpp Eached. 4. 9 x AC Voltage Low. 5. 5 x DeSat Error. 6. 4 x MOV Fault. 7. 4 x AC Contact Open.
Communication Path Inspection:	Not able to verify at this time.
Air Intake:	Partial Blockage (Refer to manual for suggested maintenance schedules)
Exhaust:	Clear

IV Service

Analysis:	<p>Per the description, the inverter was giving SolrenView a 'Wait for Grid' message. I am to:</p> <ul style="list-style-type: none"> - Update the inverter to A002. - Verify site voltages. - Verify calibrations. - Verify proper inverter operation. <p>Upon arrival, the inverter was energized and but was displaying 'Wait for Grid.' I began with the documentation and exterior inspection. The exterior was in decent condition. There was rust noted along the door hinges. There was no damage to the body. The doors were unlocked. The LCD was easily readable. The intake screens were abot 30-40% saturated. The exhaust screens were clean and clear of debris.</p> <p>The inverter was de-energized and the ground fault safety test was performed. The inverter passed. I plugged into both DMGI's and extracted the AsFound parameter files without incident. It was noted that the master had token 2F installed and the slave had token 34 installed. Upon review, both parameter files listed errors. They were:</p> <p>Master: EE3LastError: 2560 (PWM Trip Error).</p> <p>Slave: EE3LastError: 2562 (Combination of two errors). 2 (Phase B Over Current). 2560 (PWM Trip Error).</p> <p>With the inverter still energized, AC voltage measurements were taken and compared to what the inverter was seeing in VarView. The following were the measurements in Meter/VarView format:</p> <p>Vab: 495/485. Vbc: 496/509. Vca: 494/501.</p> <p>The calibrations were off but could of been a result of the multiple issues that were already noted. The inverter was de-energized and the external AC and DC disconnects were opened. Once absence of voltage was verified, the interior inspection was performed. The interior was dirty and had dust</p>
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collecting on multiple components. There was no evidence of failed components but it appeared as if the fans had just been replaced. There was a part of the fan locking ring on the floor and the box cover of the old fan was laying near the phase C terminal of the master DMGI. There was a goo substance on the floor of the inverter that resembled the goo from the fan capacitor.

The MOV's were verified to still be green and not tripped. The fuses all tested for continuity. The relays, when manually actuated, had continuity across the NO contacts. The connecting bus bars of the kilovacs had minor evidence of heating and Pal torqued them to spec. He was able to get about 1/8th turn on them before they engaged the torque wrench. The contactor was inspected and no issues were noted. However, the AC disconnect did have significant heating noted on the grid-side terminals. Would recommend customer check the torque values there.

It appeared as if the inverter used to have Deck monitoring installed. The communication cabinet was still installed on the side of the inverter and the customer's RS485 cable was landed on the SRV board. The ground/drain wire was landed on the board. The inverter currently has SolrenView monitoring so the RS485 cable can be removed. The Ethernet port on the SRV board was damaged causing the cable to just slip out.

Pal and I opened the replacement DMGI's and verified that the dip switches were configured for 480V operation. The serial numbers for the DMGI's to be removed and replaced were:

Old Master: 120227960-15
Old Slave: 110830960-40

New Master: 110420960-01
New Slave: 130604960-29

Pal proceeded to remove the failed DMGI's. Using an external power supply, I programmed the DMGI's with [A002_1506_Par 480V_AC(ELC-060068)_250kW_02A(141125)]. The master had the EE3 values, that were extracted earlier, entered and saved. The slave had the EE3 values zeroed out and saved. The serial numbers were entered into both. With both DMGI's out, we noted evidence of a ground fault event between the chassis and the shelves of the DMGI's. The master had the more significant damage.

The replacement DMGI's were installed. The ground/mounting hardware was torqued to 78inlbs and the power hardware to 375in/lbs, per the service documentation. The ampseal connectors were plugged in, the contactor fuse holder was opened, and my equipment was set up. The external disconnects were closed and the inverter was energized.

We proceeded to check the DC/AC offsets and premag. When checking offsets, measurements taken from calibrated meters are compared to what the inverter is seeing in VarView. Calibrations are then made to keep the difference to within our 1% spec requirement. The following were the measurements taken in Meter/VarView format:

VDC: 454/454.
Vab: 491/489.
Vbc: 494/487.
Vca: 493/486.

The DC offset was right on and required no calibrations. However, The AC offsets needed to be tweaked a bit. After a couple cycles of calibrations the following were the AC measurements:

Vab: 494/494.
Vbc: 493/492.
Vca: 492/492.

The calibrations were saved and the inverter was power cycled in order to check the premag. The premag was found to be off by about 7-8 degrees, lagging. After a couple of cycles of calibrations, we were able to get the premag to within about 1 degree. The calibrations were saved and the inverter was de-energized. The contactor fuse holder was closed and the inverter was energized. VarView was configured for a power run data capture and just before the recovery counter finished, the data capture was started. That data capture ran from 11:42a to 12:15p. During that time, DC current measurements and thermal images were taken. There were no abnormal heating noted.

At 12:15p the data capture was stopped and saved. It was reviewed for any error codes and none were seen. The EE3ULRecoveryCounter was set back to 5mins and the AsLeft parameter file was saved.

	<p>EE3RS232 was set back to a 3 for normal communication and the inverter was de-energized. We removed my equipment and plugged in the final ampseal connector.</p> <p>I plugged in an Ethernet cord in order to update the SRV firmware and energized the inverter. I began the process to update the firmware and got some weird information. The IP address listed for the SRV board was not factory default. When I adjust my laptop's IP to match (just the first 3 sets), the SRV board would not communication. I tried multiple times and finally just removed my cable. When doing so, I saw that the Ethernet port itself was damaged and the cable would just slide out. This may have been the case when I was in the process of updating. When I tried to restart the inverter, the inverter displayed 'Inverter Asleep.'</p> <p>Although the LCD was displaying 'Inverter Asleep,' we waited 5mins and the inverter then grid-connected and began to produce power. I spoke with Alyssa and explained to process of replacing the board. She felt comfortable doing it herself so I called into the office and asked for a pre-programmed board to be sent to her.</p> <p>Upon departure, the inverter was energized, producing power, but was not communicating. No other issues noted.</p>
Action Taken:	<ul style="list-style-type: none"> - Extracted AsFound parameter file. - Verified that grid voltages were correct. - Verified dip switches of replacement DMGI's were configured for 480V operation. - Replaced DMGI's. - Programmed with [A002_1506_Par_480V_AC(ELC-060068)_250kW_02A(141125)]. - Verified DC offset was within spec. - Calibrated all three AC offsets. - Calibrated the premag. - Ran a power run data capture. - Took DC current measurements. - Took thermal images. - Verified proper operation. - Unable to verify communication.
Customer Feedback:	<p>The grid-side lugs of the AC contactor should have their torque value checked. Heating was noted there.</p> <p>The RS485 cable that is landed on the SRV board can be removed since Deck monitoring is no longer being used.</p> <p>The intake screens should be cleaned soon to prevent any overheating issues from developing.</p> <p>The office will coordinate the shipment of the replacement SRV board.</p>

V Functional Inspection

Vac ph-ph/ph-gnd (non-operations!):	495/496/494
Vdc (open circ.):	479
Vac ph-ph/ph-gnd (operational):	500/500/496
VDCmpt:	367
String/Subcombiner Currents:	80/81/79/83/81/80
Power Factor:	1
AC Power (kW):	180
AC Energy (kWh):	2,259,442
Array Accessible?	YES
Irradiance (w/m^2):	613
Cooling Fan Operation:	All Fans Operating
PS 1 Temp (C):	33
PS 2 Temp (C):	32
PS 3 Temp (C):	
5 Minute UL:	Tested and verified
Equipment Status:	Operational - Energized

Thanks,
Technical Support
978-683-9700 x. 2

Notice

This document contains confidential and/or privileged information. If you are not the intended recipient, or an authorized representative of the recipient, please be advised that you may not use/copy or disclose its contents in part or in whole. If you have received this document in error, please advise the complier of the document and then delete. Thank you.

Ref:[ref:_00DU0KJ88_5000BkWZym:ref]

July 2018 Field Report

Water Operations and Maintenance Highlights

- 7/10,/712 Courtesy notices, lockoffs
- Foothill Ct service line replacement
- Weed-eating
- Time capsule
- Pump painting
- Regular maintenance and operations
- 7/24-7/26,7/30 Meter reads

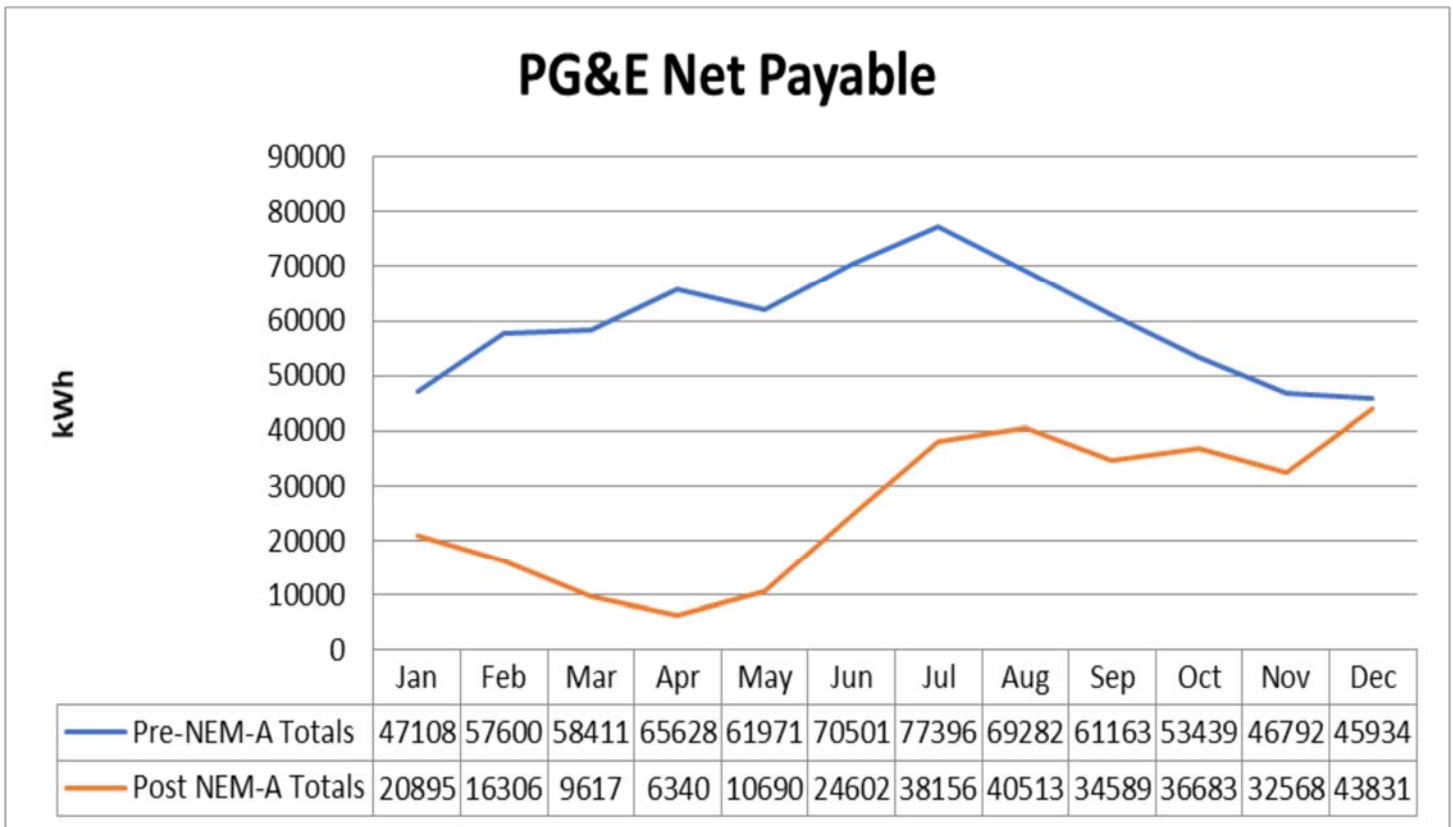
Wastewater Operations and Maintenance Highlights

- 7/10,7/12 Courtesy notices, lockoffs
- New diffusers for AB
- Lab training
- Troubleshooting low nitrates
- Test run of generator
- New sample/flush line installed
- Troubleshooting poly waste pump
- Snake out sewer backup, North Shore
- Airlift cleaning
- Regular maintenance and operations
- 7/24-7/26,7/30 Meter reads

July 2018 Field Report

Vehicle Mileage	
Vehicle	Mileage
Truck 1	Nonop
Truck 3	2172
Truck 4	293
Truck 6	591
Truck 7	1796
Truck 8	891
Dump Truck	76
Backhoe	10
Tractor	

Fuel Tank Use		
	Gasoline	Diesel
Tank Meter	98217.7	21236.5
Fuel Log	345.3	35.7
July Tank Level	358.7	445.65
June Tank Level	445.65	456.52





Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
707.987.3237 fax
www.hiddenvalleylakecsd.com

MEMO

To: Board of Directors
From: Kirk Cloyd
Date: August 28, 2018
RE: General Manager's Monthly Report

Good evening. The following report discusses items Hidden Valley Lake CSD completed over the past month and is intended to provide the Board and public with an update on the progression of projects.

Water

1. Staff drafted and sent the updated agreement to Mr. Comstock (District Council has reviewed this document) for the storage of pipe on his property and the laying of pipe for discharge to Putah Creek should it be necessary this year.
2. Staff met with Peter Keil, representatives from Wagner & Bonsignore and the Deputy Director of Water Rights for the State of California to discuss a solution to the water meter moratorium.

Sanitary Sewer

1. Bid opening for repairs to the chlorine contact chamber occurred followed by the special meeting to discuss this item.

Stormwater

Nothing to report.

Human Resources

1. Penny Cuadras successfully completed FEMA 300.
2. Continued to work with Justin Tucker of CPS HR Consulting-Contract issues delayed the review of the Water Resources Specialist job description and salary survey. CPS HR has corrected the problem and the current Board President will have signed it by submission of this report.

Facilities

Vehicles & Equipment



Hidden Valley Lake Community Services District

19400 Hartmann Road
Hidden Valley Lake, CA 95467
707.987.9201
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www.hiddenvalleylakecsd.com

1. Currently the District tractor is out for repairs. While it is down, staff and the dealership are looking for several options to install an articulated mow deck for future weed abatement.

General Information

1. The G.M. was on vacation from Friday Aug. 17th through Sat. Aug. 25th attending his daughter's wedding in Alaska.

Emergency Preparedness

1. September is National Preparedness Month. Please go to: <https://www.ready.gov/september> for additional information.
2. As the only unaffected Lake County Water Agency Liaison to the County EOC, Hidden Valley Lake CSD was pressed into action to assist in the county EOC during the Mendocino Complex Fires. Initial responders had worked for seven days and needed rest. EOC staff contacted HVLCSD G.M. Kirk Cloyd and officially requested assistance. Noting that both Lake County and the Governor had declared a state of emergency for the Mendocino Complex Fire, it was determined that staff member Penny Cuadras has recently successfully completed the required FEMA IS-00300 training for just such an occasion. When presented the opportunity to help others, Ms. Cuadras volunteered to work her three days off and one district day (a total of four days) to ensure that the water agencies had generators, fuel for the generators and most importantly, water to fight the fires with. Ms. Cuadras' actions, along with that of countless others willingly providing their time and talents to save lives, property and the environment is to be commended. To be transparent, the HVLCSD will pay Ms. Cuadras for the O.T. hours worked in the EOC, submit a claim to Lake County for reimbursement for said hours and it is expected that Lake County will request the same from Cal OES to cover the costs of this horrific event. This District is fortunate to have staff that is knowledgeable, capable, willing and dedicated to promote such a culture despite the many obstacles they face. One such obstacle is that Ms. Cuadras herself was under an evacuation advisory just prior to her time in the county EOC.

**ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

DATE: August 28, 2018

AGENDA ITEM: Discussion and Possible Approval: Authorize the General Manager to sign the Local Match Fund Commitment Letter, committing to meet the local match fund requirements for the Hazard Mitigation Grant Program Project Sub application Dr-4344-0512

RECOMMENDATIONS: Authorize the General Manager to sign the Local Match Fund Commitment Letter.

FINANCIAL IMPACT: Local share amount of \$37,500.00 equal to 25% of total funding match of \$150,000.00

BACKGROUND: Due to the FEMA Disaster Declaration 4344(California wildfires) in October 2017, Hazard Mitigation funds have been made available to the entire state of California. A Notice Of Intent (NOI) was submitted to develop a single jurisdictional Local Hazard Mitigation Plan (LHMP). Upon review of this NOI, the District has been invited to submit a formal application for this funding. Officially termed the Hazard Mitigation Grant Program (HMGP) Project Sub application, a required element is the Local Match Fund Commitment Letter, which has been attached to this board packet. The entire sub application must be complete, and submitted by September 4, 2018.

The Local Hazard Mitigation Plan (LHMP) is considered a pre-requisite for Hazard Mitigation Projects. In the case of any future California disaster declarations, a Notice Of Intent (NOI) for Hazard Mitigations Projects will not be considered ‘eligible to apply’ without a completed and approved LHMP. This sub application, therefore, is the first step towards effectively mitigating against known risks to the District.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on August 28, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



LOCAL MATCH FUND COMMITMENT LETTER

August 29, 2018

Hidden Valley Lake
Community Services
District
19400 Hartmann Road
Hidden Valley Lake, CA
95467

RE: DR-4344-512 Subapplication Funding Match Commitment Letter

Dear State Hazard Mitigation Officer:

As part of the Hazard Mitigation Grant Program process, a local funding match of at least 25% is required. This letter serves as Hidden Valley Lake Community Services District's commitment to meet the local match fund requirements for the Hazard Mitigation Grant Program.

SOURCE OF NON-FEDERAL FUNDS:

LOCAL AGENCY FUNDING	OTHER AGENCY FUNDING	PRIVATE NON-PROFIT FUNDING	STATE AGENCY FUNDING
<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

NAME OF FUNDING SOURCE:

Hidden Valley Lake Community Services District

FUNDS AVAILABILITY DATE:

9/4/2018

FEDERAL SHARE AMOUNT REQUESTED:

\$112,500.

LOCAL SHARE AMOUNT MATCH:

\$37,500.

FUNDING TYPE:

Administration, Force Account Labor, Operational Reserves

If additional federal funds are requested, an additional local match fund commitment letter will be required.

Please contact Alyssa Gordon at 707-987-9201; agordon@hvlcsd.org with questions.

Sincerely,

Kirk Cloyd
General Manager
707-987-9201
707-987-3237
kcloyd@hvlcsd.org

**ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

DATE: August 28, 2018

AGENDA ITEM: Discuss and Possible Action: Authorize the General Manager to sign the Lake County Water Agencies Mutual Aid and Assistance Agreement

RECOMMENDATIONS: Approve the General Manager to sign the Lake County Water Agencies Mutual Aid and Assistance Agreement

FINANCIAL IMPACT: Initial cost to be reimbursed by requesting agency

The Requesting Member shall make every effort to obtain reimbursement from appropriate government agencies for the Responding Member for costs incurred while providing aid and assistance during the specified Period of Assistance. Members are aware that reimbursement will be from government agencies and may or may not ever be received, but the Requesting Member shall submit timely reimbursement requests to try to obtain reimbursement for the Responding Member(s).

BACKGROUND: Mutual aid agreements expedite emergency response by establishing protocols for requesting/providing assistance, determining policies/procedures for reimbursement and compensation in advance. The primary objective is to facilitate rapid, short-term deployment of emergency support prior to, during, and after an incident.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on August 28, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent:

Secretary to the Board
Kirk Cloyd

MUTUAL AID AND ASSISTANCE AGREEMENT

This Agreement is made and entered into by public and private Water Utilities that have, by executing this Agreement, manifested their intent to participate in an Intra-County Program for Mutual Aid and Assistance.

This Agreement is authorized pursuant to Government Code sections 8615-8619.

ARTICLE I. PURPOSE

Recognizing that emergencies may require assistance in the form of personnel, equipment, and supplies from outside the area of impact, the signatory utilities intend to establish an Intra-County Program for Mutual Aid and Assistance (hereinafter, the "Program"). The Program members shall coordinate response activities and share resources during emergencies. This Agreement sets forth the procedures and standards for the administration of said Program.

ARTICLE II. DEFINITIONS

A. Emergency—A natural or manmade event that is, or is likely to be, beyond the control of the services, personnel, equipment, and facilities of a Program Member.

B. Member—Any public or private Water or Wastewater Utility that manifests intent to participate in the Program by executing this Agreement.

C. Authorized Official—An employee or independent contractor of a Member that is authorized by the Member's governing board or management to request assistance or offer assistance under this Agreement.

D. Requesting Member—A Member who requests assistance under the Mutual Aid and Assistance Program.

E. Responding Member—A Member that responds to a request for assistance under the Mutual Aid and Assistance Program.

F. Period of Assistance—A specified period of time when a Responding Member assists a Requesting Member. The period commences when personnel, equipment, or supplies depart from a Responding Member's facility and ends when the resources return to their facility (portal to portal). All protections identified in the agreement apply during this period. The specified Period of Assistance may occur during response to or recovery from an emergency, as previously defined.

G. National Incident Management System (NIMS)—a national, standardized approach to incident management and response that sets uniform processes and procedures for emergency response operations.

H. Response Area—Those areas of the County more particularly described in Article III herein below which encompass the geographical areas within the County which will be subject to assistance pursuant to the terms of this Agreement.

ARTICLE III. ADMINISTRATION

A. Committee Designation: The Program shall be administered by an Administrative Committee consisting of the voluntary participants. Each water company in the county is invited to send one or more representatives to the committee meetings.

B. Committee Purpose: The purpose of the Committee is to provide local coordination of the Program before, during, and after an emergency.

C. Regions for Assistance: The designated regions within the County which will be the subject of assistance pursuant to the terms of this Agreement are shown in Maps "1", "2", and "3", attached hereto and incorporated herein by reference as Attachment "1".

ARTICLE IV. PROCEDURES

In coordination with the Committee, emergency management, and County Public Health, the Committee shall develop operational and planning procedures for the Program which shall be reviewed annually and updated as needed. **ARTICLE V. REQUESTS FOR ASSISTANCE**

A. Member Responsibility: Members shall identify an Authorized Official and alternates; provide contact information including 24-hour access; and maintain resource information made available by the utility for mutual aid and assistance response.

B. In the event of an Emergency, a Member's Authorized Official may request mutual aid and assistance from a participating Member. Requests for assistance can be made orally or in writing. When made orally, the request for personnel, equipment, and supplies shall be prepared in writing as soon as practicable. Requests for assistance shall be directed to the Authorized Official of the participating Member. Specific protocols for requesting aid shall be provided in the required procedures (See Article IV herein above).

C. Response to a Request for Assistance: After a Member receives a request for assistance, the Authorized Official evaluates whether resources are available to respond to the request for assistance. Following the evaluation, the Authorized Representative shall inform, as soon as possible, the Requesting Member whether it has the resources to respond. If the Member is willing and able to provide assistance, the Member shall inform the Requesting Member about the type of available resources and the approximate arrival time of such assistance.

D. Discretion of Responding Member's Authorized Official: Execution of this Agreement does not create any duty to respond to a request for assistance. When a Member receives a request for assistance, the Authorized Official shall have absolute discretion as to the availability of resources. An Authorized Member's decisions on the availability of resources shall be final.

ARTICLE VI. RESPONDING MEMBER PERSONNEL

A. National Incident Management System: When providing assistance under this Agreement, the Requesting Utility and Responding Utility shall be organized and shall function under the National Incident Management System.

B. Control of Personnel: Responding Member personnel shall remain under the direction and control of the Responding Member.

C. Food and Shelter: The Requesting Member shall supply reasonable food and shelter for Responding Member personnel. If the Requesting Member fails to provide food and shelter for Responding personnel, the Responding Member's designated supervisor is authorized to secure the resources necessary to meet the needs of its personnel. The Requesting Member remains responsible for reimbursing the Responding Member for all costs associated with providing food and shelter, if such resources are not provided.

D. Communication: The Requesting Member may provide Responding Member personnel with radio equipment as available, or radio frequency information to program existing radio, in order to facilitate communications with local responders and utility personnel. The Administrative Committee's manual will contain a list of local radio frequencies to be used in the event that radio equipment is provided to Responding Member personnel. The use of such equipment will allow Responding Member personnel to quickly address issues in the field to avoid redundancies and deploy personnel where most needed.

ARTICLE VII. COST REIMBURSEMENT

A. Unless otherwise mutually agreed in whole or in part, the Requesting Member shall make every effort to obtain reimbursement from appropriate government agencies for the Responding Member for costs incurred while providing aid and assistance during the specified Period of Assistance. Members are aware that reimbursement will be from government agencies and may or may not ever be received, but the Requesting Member shall submit timely reimbursement requests to try to obtain reimbursement for the Responding Member(s).

B. Personnel: Responding Member personnel are to be paid for work completed during a specified Period of Assistance according to the terms provided in their employment contracts or other conditions of employment. The Responding Member designated supervisor(s) must keep accurate records of work performed by personnel during the specified Period of Assistance. Requesting Member reimbursement to the Responding Member must consider all personnel costs, including salaries or hourly wages, costs for fringe benefits, and indirect costs.

C. Equipment: The Requesting Member shall reimburse the Responding Member for the use of equipment during a specified Period of Assistance. As a minimum, rates for equipment use must be CalTrans Equipment Rental Rates, which are updated annually and can be found at <http://www.dot.ca.gov/hq/construc/equipmnt.html>.

D. Materials and Supplies: The Requesting Member shall make every effort to reimburse the Responding Member in kind or at actual replacement cost, plus handling charges, for use of expendable or non-returnable supplies.

E. Payment Period: The Responding Member must provide an itemized bill to the Requesting Member for all expenses it incurred as a result of providing assistance under this Agreement.

F. The Responding Member must send the itemized bill to the Requesting Member for reimbursement not later than ninety (90) days following the end of the Period of Assistance.

ARTICLE VIII. DISPUTES

The parties hereto shall first attempt to resolve any controversy or claim arising out of, or relating to, this Agreement, including, but not limited to, alleged breach of the Agreement, through mediation using a mediator agreed upon by the parties. Should the matter not be resolved through mediation, any such controversy or claim shall be settled by arbitration in accordance with the Rules of the American Arbitration Association. Any court of competent jurisdiction may enter the judgment rendered by the arbitrators as final judgment that is binding on the parties.

ARTICLE IX. INDEMNIFICATION

A. The Requesting Member shall assume the defense of, fully indemnify and hold harmless, the Responding Member, its officers, employees, and agents, from all claims, loss, damage, injury, and liability of every kind, nature, and description, directly or indirectly arising from Responding Member's work during a specified Period of Assistance. The scope of the Requesting Member's duty to indemnify includes, but is not limited to, suits arising from, or related to, negligent or wrongful use of equipment or supplies on loan to the Requesting Member, or faulty workmanship or other negligent acts, errors, or omissions by Requesting Member or the Responding Member personnel, unless the negligent act, error, or omission by the Responding Member is the result of that Member's lack of professional training, licensure, and/or certifications required to provide the assistance at issue.

B. In the event of a liability, claim, demand, action, or proceeding of whatever kind or nature arising out of a specified Period of Assistance, the Members who receive and provide assistance shall indemnify and hold harmless those Members whose involvement in the transaction or occurrence that is the subject of such claim, action, demand, or other proceeding is limited to execution of this Agreement.

ARTICLE X. WORKER'S COMPENSATION CLAIMS

The Responding Member is responsible for providing worker's compensation benefits and administering worker's compensation.

ARTICLE XI. INSURANCE

- A. Members of this Agreement shall maintain an insurance policy that covers activities that it may undertake by virtue of membership in the Program. The scope of the policy must include, at a minimum, coverage for employee faulty workmanship and other negligent acts, errors, or omissions and coverage for meeting the indemnity conditions provided in Article IX hereinabove. (Private agencies may want to look at their individual policies before signing). Responding Member may require proof of insurance from Requesting member before providing service or have internal policies that regulate their participation.
- B. Requesting Member's duties to defend and indemnify Responding Member(s) under this Agreement shall not be limited by the foregoing insurance requirements and shall survive the expiration of this Agreement.

ARTICLE XII. EFFECTIVE DATE

This Agreement shall be effective upon each signatory's authorized representative having duly executed this Agreement. This agreement shall remain in effect unless or until terminated by a majority of the membership then existing.

ARTICLE XIII. WITHDRAWAL

A Member may withdraw from this Agreement by providing written notice of its intent to withdraw to each party to the Agreement and to the local administrative committee. Withdrawal takes effect immediately..

ARTICLE XIV. MODIFICATION

No provision of this Agreement may be modified, altered, or rescinded by individual parties to the Agreement. Modifications must be approved by all parties to the Agreement. Approved modifications take effect immediately once the modification is signed by all parties.

ARTICLE XV. RELATIONSHIP OF MEMBERS

Each Member is, and shall at all times remain as to ever other Member, a wholly independent contractor. No Member shall have any power to incur any debt, obligation, or liability on behalf of any other Member or otherwise to act on behalf of any other Member as an agent, except as provided in this Agreement. No Member shall have control over the conduct of any other Member or its personnel, except as set forth in this Agreement.

SIGNATURES:

_____ Date: _____
Name (signature)

Name & Title (printed)

Company

**ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

DATE: August 28, 2018

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve the General Manager to enter into an agreement with GHD for the treatment plant monitoring and reporting contract.

RECOMMENDATIONS: Approve the General Manager to enter into an agreement with GHD for the treatment plant monitoring and reporting contract

FINANCIAL IMPACT: Estimated annual amount of \$36,756.

BACKGROUND: GHD performs treatment plant monitoring and reporting program assistance for the waste water treatment plant. Tasks are as assigned by Hidden Valley Lake CSD contract representative.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on August 28, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board



GHD Project No. 11179932

This Agreement for Professional Services (hereinafter "Agreement") is effective this 13 date of July, 2018 between GHD Inc. (hereinafter "GHD") and Hidden Valley Community Services District (hereinafter "Client") and expires on July 13 of 2023. In consideration of the mutual promises set forth herein, GHD and Client agree as follows:

1. Scope of Work: GHD shall perform treatment plant monitoring and reporting program assistance for the waste water treatment plant. Tasks are as assigned to it by Client's contract representative. The scope of work is set forth in Exhibit "A" attached hereto and made a part of this Agreement.
2. Payment for Services:
 - (a) Client shall pay GHD for services rendered on a time and materials basis for a total estimated amount of \$36,756 annually, in accordance with the fee schedule set forth in Exhibit "B" attached hereto and made a part of this Agreement. GHD's rates as set forth in the fee schedule are subject to revision on an annual basis. Personnel rates are all inclusive, including overhead and profit, and apply to all hours expended with no premium charged for overtime hours.
 - (b) GHD shall be reimbursed for all expenses incurred in connection with its services hereunder, including but not limited to reasonable travel and living expenses; long distance telephone charges; information technology; telecopy charges; printing and reproduction costs; photographic expenses; advertising for bids; special delivery and express charges; costs of providing and maintaining site offices, supplies and equipment; and all necessary and incidental costs associated with subcontracts where appropriate.
 - (c) Unless otherwise agreed, GHD will invoice Client monthly. Payment of GHD invoices shall be due upon receipt by Client and are past due 30 days from invoice date. Invoices not paid within 30 days shall be subject to an assessed interest charge of eighteen percent (18%) per year, calculated monthly. In the event that Client disputes an invoice, Client shall notify GHD in writing within 30 days of the invoice date identifying the cause of the dispute, and paying when due that portion of the invoice not in dispute. If the parties are unable to resolve the dispute within 60 days of filing the notice of dispute, the parties may elect to settle the dispute by arbitration. Interest shall not accrue on any disputed amount.
3. Insurance: GHD carries the insurance coverage set forth in Exhibit "C" attached hereto and made a part of this Agreement.
4. Client-Furnished Information:
 - (a) Client shall be responsible for, and GHD may rely upon, the accuracy and completeness of all requirements, programs, instructions, reports, data, and other information furnished by Client to GHD pursuant to this Agreement. GHD may use such Client-furnished information in performing services.

- (b) Client shall, if requested by GHD, review any designs, drawings, plans, specifications, reports, bids, proposals and other information provided by GHD. Client shall make decisions within a reasonable time and carry out its other responsibilities in a timely manner so as not to delay the work of GHD. Client shall give prompt written notice to GHD whenever Client observes or otherwise becomes aware of any development that may affect scope or timing of GHD's services, or any defect in the work by GHD.
- (c) At the request of GHD, Client shall provide GHD with the following information to the extent such information is in Client's possession and is pertinent to the services:
 - i) all criteria and full information as to Client's requirements; copies of all design and construction standards which Client will require to be included in GHD's work; copies of Client's standard terms, conditions, and related documents for GHD to include in bidding documents, when applicable; and
 - ii) any other available information pertinent to the project, including reports and data relative to previous designs or investigations; environmental, geological, and geotechnical conditions of the project site and all surrounding area at or adjacent to the project site; and insofar as such information is not available, Client agrees to pay GHD for the cost of obtaining the same.
- (d) Client shall be responsible for providing information regarding the location of all subsurface structures at the project site including but not limited to pipes, tanks, sewer and utilities (power, phone, cable, gas, water, etc.).

Upon GHD's review of Client-supplied information and compliance with written notice requirements to all public utilities concerning the possible location of underground utilities, and following the on-site marking or notification in writing to the GHD from such public utilities, in addition to other indemnity provisions in this Agreement, to the extent not prohibited by law, Client shall defend, indemnify, and hold GHD harmless from and against all costs, liability, loss, and expense whatsoever (including, without limitation, consequential damages, attorneys' fees, court costs, and expenses) arising out of any act or omission of GHD, its agents, contractors, subcontractors, and/or employees, relating in any way to subsurface structures, to the extent GHD's acts or omissions cause or contribute to: (i) any disruption of service to users or damage for business interruption or loss of revenues or profits; (ii) any damage to or destruction of any subsurface structure; (iii) any injury or damage to property or injury to or the death of any persons; (iv) any other economic loss; (v) any other damage or liability whatsoever; or (vi) the assertion or filing of any claim, cause of action, or judgment whatsoever relating to such matters.

- (e) GHD shall be responsible for the technical accuracy of its services and documents resulting therefrom, and Client shall not be responsible for discovering deficiencies therein. GHD shall correct such deficiencies without additional compensation, except to the extent such action is directly attributable to deficiencies in information provided by Client or the project site owner and GHD relied on such information.

5. Confidentiality: GHD shall not disclose any confidential information relating to Client without the prior written consent of Client, except as required by applicable law, regulation, or legal process, or as may be required by emergency situations. In the event GHD is requested pursuant to, or required by applicable law, regulation, or legal process to disclose any confidential information, GHD will notify Client of the circumstances requiring such disclosure and will refrain from such disclosure for the maximum period of time allowed by law so that Client may seek a protective order or other appropriate remedy to protect the confidentiality of the information.
6. Independent Contractor and Subcontracting: The parties acknowledge and agree that GHD shall be an independent contractor and shall have responsibility for and control over the means of providing its services. GHD shall have the right to use subcontractors as GHD deems necessary to assist in the performance of services. GHD shall not be required to employ any subcontractor unacceptable to GHD.
7. Site Access: Client shall provide right-of-entry and access as needed by GHD and necessary permissions in order for GHD to perform work under this Agreement. In the event that Client does not own or control the project site, Client shall obtain permission from the project site owner for a right-of-entry as needed by GHD, and its employees, agents and subcontractors to perform the services called for in this Agreement. GHD and its employees, agents and subcontractors will comply with all known health and safety requirements of the project site owner which may be imposed upon GHD as a condition of its right-of-entry.
8. Hazardous Materials:
 - (a) GHD shall have the primary responsibility of determining if known or potential health or safety hazards exist on or near the project site upon which services are to be performed by GHD or its subcontractors, with particular reference to hazardous substances or conditions. To the extent that such information is in its possession, Client shall disclose it to GHD prior to the commencement of work. If hazardous conditions or substances are discovered by GHD during the performance of its services which it could not have reasonably discovered prior to the commencement of work, or which Client had in its possession and failed to disclose, and if the existence of such substances or conditions materially changes the nature or conduct of GHD's work or responsibilities at the project site, Client and GHD shall seek to agree on an equitable adjustment to GHD's work to reflect such changes. If the parties are unable to agree on such adjustments, this Agreement may be terminated by GHD in accordance with the termination provisions of this Agreement.
 - (b) In the event GHD performs any services for Client that involves the taking of samples, GHD shall preserve such samples obtained from the project site as it deems necessary for the project, but not longer than 45 days after the issuance of any document that includes data obtained from such samples. GHD shall arrange for the disposal of samples containing hazardous materials on behalf of the Client, which may consist of returning the samples to the project site, and Client agrees to pay GHD for the cost of returning or disposing of such samples. Samples shall remain the property of the Client.

9. Standard of Care: GHD warrants that its services shall be performed, within the limits prescribed by Client, in the manner consistent with the level of care and skill ordinarily exercised by members of GHD's profession under similar circumstances. No other warranties or representations of any kind, either expressed or implied, are included or intended by this Agreement or in any proposal, contract, report, opinion or other document in connection with this project.

10. Indemnity:

(a) GHD:

Subject to the limitation of liability set out in subparagraph 10(c) below, GHD agrees to indemnify and hold harmless Client (including its officers, directors, employees and agents) from and against any and all losses, damages, liabilities and expenses (including reasonable legal fees and reasonable costs of investigation) resulting from or arising out of (a) failure of GHD to comply in material respects with federal, state, and local laws and regulations applicable to services undertaken by GHD hereunder; (b) breach by GHD of warranties or other provisions hereunder; or (c) any injury or death of any person (including employees and agents of Client and GHD), or damage or loss or destruction of any property (including property of Client and GHD and their respective employees and agents) resulting from or arising out of negligence or willful misconduct on the part of GHD in performing services hereunder, except to the extent any losses, damages, liabilities or expenses result from, are attributable to, or arise out of (i) any negligence or willful misconduct of Client; (ii) any delay attributable to Client's conduct; or (iii) any breach by Client of any warranties or other provisions hereunder.

(b) Client:

Subject to the limitation of liability set out in subparagraph 10(c) below, Client agrees to indemnify and hold harmless GHD (including its officers, directors, employees, agents, and subcontractors) from and against any and all losses, damages, liabilities and expenses (including legal fees and reasonable costs of investigation) resulting from or arising out of (a) any negligence or willful misconduct of Client; (b) any breach by Client of any warranties or other provisions hereunder; or (c) any condition existing at the project site prior to the arrival of GHD of which GHD had no actual knowledge and over which GHD had no control; provided, however, that such indemnification shall not apply to the extent any losses, damages, liabilities or expenses result from or arise out of (i) any negligence or willful misconduct of GHD; (ii) any delay attributable to GHD's conduct; or (iii) any breach by GHD of any warranties or other provisions hereunder.

(c) Limitation of Liability:

For any damage caused by negligence, including errors, omissions or other acts; or for any damages based in contract; or for any other cause of action; GHD's liability, including that of its employees, agents, directors, officers and subcontractors, shall not exceed \$1,000,000, except as to damage resulting from the gross negligence or willful misconduct of GHD.

Client's liability to GHD, except as to damage resulting from Client's gross negligence or willful misconduct, including that of its employees, agents, directors, officers and contractors, will be limited to \$1,000,000.

- (d) GHD and Client recognize and agree that GHD has neither created nor contributed to the existence of any hazardous, radioactive, toxic, irritant, pollutant or otherwise dangerous substance or condition at the project site. Accordingly, in the event of any claim against GHD arising out of such pre-existing conditions or alleged conditions, Client agrees to defend, indemnify and hold GHD harmless from and against such claim(s), unless such claims arise out of the gross negligence or willful misconduct of GHD, including that of its employees, agents, directors, officers or subcontractors.

Notwithstanding anything contained herein to the contrary, in no event shall either party be liable to the other under this Agreement or otherwise for any punitive, indirect or consequential damages, including, but not limited to loss of use, loss of revenue or loss of profits.

- 11. Intellectual Property: All documents including drawings and specifications prepared or furnished by GHD are instruments of service in respect of the Project and GHD shall retain an ownership and property interest therein whether or not the Project is completed.

Client may make and retain copies for information and reference in connection with use or occupancy of the Project by Client. Any reuse or modification without written verification or adaptation by GHD for the specific purpose intended will be at Client's sole risk and without liability or legal exposure to GHD.

- 12. Termination:

- (a) Client reserves the right to terminate the project at any time. In the event of such termination, Client shall pay GHD for all services performed and expenses incurred to the effective date of termination. In addition, Client shall pay GHD a reasonable amount for services and expenses directly attributable to termination, such as costs of terminating subcontracts, demobilization costs, and other related close-out costs.
- (b) GHD shall have the right to terminate its obligations pursuant to this Agreement under the following circumstances:
 - i) In the event of a breach of any obligation of Client, except payment of disputed amounts as provided in subparagraph 2(c) of this Agreement; or
 - ii) If GHD is unable, for any reason beyond its control, to perform its obligations pursuant to this Agreement in a safe, lawful or professional manner.
- (c) In the event that either circumstance described in subparagraphs 12(b)(i) or 12(b)(ii) above occurs, GHD shall notify Client of pertinent conditions and recommend appropriate action. If within 30 days of such notice the circumstances described in subparagraphs 12(b)(i) or 12(b)(ii) above have not been remedied or cured, GHD may terminate its Agreement

hereunder. In the event of termination, GHD shall be paid for services performed to the date of termination plus reasonable termination expenses.

13. Third Party Beneficiaries: This Agreement does not and is not intended to confer any rights or remedies upon any person other than the parties.
14. Dispute Resolution: Notwithstanding the provisions regarding payment of disputed amounts as provided in subparagraph 2(c) of this Agreement, both parties agree in good faith to attempt to resolve amicably, without litigation, any dispute arising out of or relating to this Agreement or the work to be performed hereunder. Following notification of a dispute, the parties shall have five (5) business days from the date of notification to begin negotiations and fifteen (15) business days from the notification date to complete negotiations, unless otherwise agreed in writing. In the event that any dispute cannot be resolved through direct discussions, the parties agree to endeavor to settle the dispute by mediation. The parties shall have forty-five (45) calendar days within which to commence the first mediation session following the conclusion of their good faith negotiations or expiration of the time within which to negotiate. Either party may make a written demand for mediation, which demand shall specify the facts of the dispute. The matter shall be submitted to a mediator mutually selected by the parties. The mediator shall hear the matter and provide an informal nonbinding opinion and advice in order to help resolve the dispute. The mediator's fee shall be shared equally by the parties. If the dispute is not resolved through mediation, the matter may be submitted to the judicial system, in the courts of general jurisdiction where the Project is located, in which event all litigation and collection expenses, witness fees, court costs and reasonable legal fees shall be paid to the prevailing party.
15. Records and Audit: Client shall have the right, upon reasonable advance notice, to audit all records associated with the services performed and with the charges invoiced to Client pursuant to this Agreement. Such records shall be open to inspection and audit by authorized representatives of Client during normal business hours at the place where such records are kept until the completion or termination of this Agreement and for a minimum of 3 years thereafter. GHD shall require its subcontractors to similarly maintain records and to permit the inspection and audit of such records by Client upon similar conditions and time periods. Audit rights shall not extend to the profit margin and the make-up of GHD's rates, except for that portion of the services priced on a cost reimbursable basis.
16. Notice: Notices pertaining to this Agreement shall be in writing and deemed to have been duly given if delivered in person, by overnight courier, or by facsimile with electronic confirmation to the respective party designated below, or at such other address as may be changed by either party by giving written notice thereof to the other pursuant to this paragraph:

GHD:

Client:

GHD Inc.

Hidden Valley Lake Community Services District

Attention: Ryan Crawford
Address: 2235 Mercury Way, Suite 150
Santa Rosa, CA 95401

Attention: Kirk Cloyd
Address: 19400 Hartmann Road
Hidden Valley Lake, CA 95467

Email: Ryan.crawford@ghd.com
Telephone: (707) 523-1010

Email: Kcloyd@hvcasd.org
Telephone: (707) 987-3201

- 17. Successors and Assignment: Client hereby agrees that this Agreement may be assigned to another entity within the GHD group of companies that will be directly or indirectly wholly owned by GHD Group Pty Ltd. (a "Related Entity"). Any such Related Entity shall assume all of GHD's liabilities, duties and obligations in, to, and under this Agreement. Client hereby agrees that this assignment may be effected without any further notice or action on the part of GHD. Upon request, Client agrees to execute and deliver any further documents as may be reasonably requested by GHD or its successor to evidence such consent and/or assignment.
- 18. Severability and Survival: The parties agree that, in the event one or more of the provisions of this Agreement should be declared void or illegal, the remaining provisions shall not be affected and shall continue in full force and effect. The parties also agree that the obligations and representations contained within this Agreement shall survive the termination of this Agreement.
- 19. Governing Law: This Agreement shall be governed by the laws of the State in which the project site is located.
- 20. Entire Agreement: This Agreement, including all attached Exhibits and documents referenced in those Exhibits, constitutes the complete and final Agreement between GHD and Client. It supersedes all prior or contemporaneous communications, representations, undertakings or understandings of the parties, whether oral or written, relating to the scope of work or services and subject matter of this Agreement, except to the extent that such prior communications have explicitly been incorporated into the Agreement or one of the attached Exhibits. Modifications of this Agreement shall not be binding unless made in writing and signed by an authorized representative of each party.

IN WITNESS WHEREOF, GHD and Client have caused this Agreement to be executed by their duly authorized representatives effective the day and year first written above:

GHD:

GHD Inc.

(signature)

Matthew J. Winkelman, P.E.

(printed name)

Principal

(title)

I have the authority to bind the company

Client:

(signature)

Kirk Cloyd

(printed name)

General Manager

(title)

I have the authority to bind the company

Agreement for Professional Services

Exhibit "A"

Scope of Work



EXHIBIT A
WASTE WATER TREATMENT PLANT
SCOPE DESCRIPTION
MONITORING AND REPORTING PROGRAM
HIDDEN VALLEY LAKE CSD

Memorandum

July 12, 2018

*To: Kirk Cloyd, General Manager
Hidden Valley Lake Community Services District*

CC: Dennis White and/or Current WWTP Operator

From: Ryan Crawford, PG *Tel: (707) 523-1010*

Subject: 2017/2018 Waste Water Treatment Plant Monitoring and Reporting Program Assistance. Scope of Services *Job No.: 02053-8411275*

Scope of Services:

Waste Water Treatment Plant FY 2018/2019 through FY 2022/2023: Monthly, Quarterly, and Annual Monitoring and Reporting Program reported to the Central Valley Regional Water Quality Control Board (CVRWQCB). The scope of work consists of reviewing the Plant’s Monthly Reports prepared by plant personnel; assisting with water quality concerns from the operator as needed; preparing Quarterly Monitoring Reports for the groundwater surrounding the effluent storage pond; and preparing an Annual Monitoring Report with updated graphs and interpretation of water quality beneath the pond and at the golf course, all required by the CVRWQCB.

As required by the District’s Waste Discharge Requirements, Monitoring and Reporting Program #5-00-019, the following tasks are set up to meet the requirements and as required will be completed by a Professional Geologist:

- Task 1:** Review Monthly Reports prepared by Plant staff and assist with interpretations and tabulated data review (12 reports per fiscal year, July 2018 through June 2023);
- Task 2:** Perform Quarterly Monitoring on Effluent Pond Monitoring Wells (4 events per fiscal year);
- Task 3:** Prepare Quarterly Groundwater Monitoring Reports (3 Reports: July 2018-June 2023); and
- Task 4:** Prepare Annual Plant and Groundwater Monitoring Report for the Year 2018 (by February 1, 2019, and so on), which includes the fourth quarter monitoring and sampling event’s data.

This work will be completed on a time-and-materials basis. We estimate the total annual cost for these tasks to be approximately \$36,756 (see attached Exhibit A, Project Estimating Sheet for breakdown). We assume that system operational information will be provided to us by the Hidden Valley Lake Community Services District. This work will be performed in accordance with our Standard Master Consultant Agreement dated September 30, 2016.

EXHIBIT B

GHD - PROJECT ESTIMATING SHEET										
PROJECT NAME: HVLCSO Quarterly Monitoring and Reporting Program PROJECT NUMBER: 11179932 Prepared by: Ryan Crawford Date: July 6, 2018										
TASK / UNIT	Employee --> Rate/ Hr. -->	LABOR COSTS				Subtotal	Lab & Direct Fees	SUB TOTAL	No. of Events	TOTAL FEES (Annually)
		PRIN 225	PM/PG 155	STAFF 130	TECH 110					
1 Project Management and Monthly Report Review	(hr)		0.50	1.5				2		
Includes a brief review of 12 reports per Fiscal Year (for a total of 60 monthly report reviews)	(\$)	\$0	\$78	\$195	\$0	\$273	\$12	\$285	12	\$3,414
2 Quarterly Monitoring for 3 Groundwater Monitoring Wells	(hr)		2	10	0			12		
Includes 4 quarterly events per Fiscal Year (for a total of 20 monitoring events) *includes lab fee	(\$)	\$0	\$310	\$1,300	\$0	\$1,610	\$2,013	\$3,623	4	\$14,492
3 Quarterly Groundwater Monitoring Reports	(hr)		4	5	16			25		
Includes 3 reports per Fiscal Year (for total of 15 Quarterly Monitoring Events)	(\$)	\$0	\$620	\$650	\$1,760	\$3,030	\$150	\$3,180	3	\$9,540
4 Annual Monitoring Report (includes 4 QMR)	(hr)		2	16	12	40		70		
1 Annual Report each year; Annual Report 2018 completed by February 1, 2019 (and so on)	(\$)	\$450	\$2,480	\$1,560	\$4,400	\$8,890	\$420	\$9,310	1	\$9,310
TOTAL:										\$36,756

Notes:

GHD adjusts employee salaries annually in July. For this contract hourly billing rates may be adjusted once per year in July with increases tied to the US Bureau of Labor Statistics Employment Cost Index up to a maximum of 3 percent per year. Included is Quarterly Groundwater Analytical Fee (not including HVLCSO's own Alpha Labs direct billing) of approximately \$2,001.00).



Agreement for Professional Services

Exhibit "B"
Fee Schedule



2018 US Fee Schedule

Principals:	\$235.00 - \$265.00	Information Technologists:	
Associates:	\$190.00 - \$235.00	◆ Level A	\$120.00
Specialist:	\$200.00 - \$240.00	◆ Level B	\$130.00
Engineers:		◆ Level C	\$145.00 - \$155.00
◆ Level A	\$125.00	◆ Level D	\$165.00 - \$175.00
◆ Level B	\$140.00	◆ Level E	\$190.00 - \$200.00
◆ Level C	\$150.00 - \$170.00	◆ Level F	\$220.00 - \$230.00
◆ Level D	\$175.00 - \$185.00	Database Analysts:	
◆ Level E	\$195.00 - \$210.00	◆ Level A	\$100.00
◆ Level F	\$225.00 - \$235.00	◆ Level B	\$115.00
Geologists/Hydrogeologists:		◆ Level C	\$130.00 - \$150.00
◆ Level A	\$125.00	◆ Level D	\$165.00 - \$185.00
◆ Level B	\$135.00	◆ Level E	\$200.00 - \$210.00
◆ Level C	\$145.00 - \$170.00	◆ Level F	\$215.00 - \$235.00
◆ Level D	\$175.00 - \$185.00	Technicians/Technologists:	
◆ Level E	\$195.00 - \$205.00	◆ Level A	\$90.00
◆ Level F	\$225.00 - \$235.00	◆ Level B	\$105.00
Environmental Chemists/Scientists/Planners:		◆ Level C	\$125.00
◆ Level A	\$120.00	◆ Level D	\$135.00 - \$155.00
◆ Level B	\$130.00	◆ Level E	\$165.00 - \$175.00
◆ Level C	\$145.00 - \$155.00	◆ Level F	\$205.00 - \$220.00
◆ Level D	\$165.00 - \$175.00	Draft/CADD:	
◆ Level E	\$190.00 - \$200.00	◆ Level A	\$85.00
◆ Level F	\$220.00 - \$230.00	◆ Level B	\$95.00
Industrial Hygienists/Safety Professionals:		◆ Level C	\$105.00
◆ Level A	\$120.00	◆ Level D	\$120.00
◆ Level B	\$130.00	◆ Level E	\$130.00
◆ Level C	\$140.00 - \$155.00	◆ Level F	\$135.00
◆ Level D	\$165.00 - \$175.00	Technical Apprentices:	\$87.00 - \$98.00
◆ Level E	\$190.00 - \$200.00	Administrative Support:	\$70.00
◆ Level F	\$225.00 - \$235.00		

GHD adjusts employee salaries annually in July. For this contract hourly billing rates may be adjusted once per year in July with increases tied to the US Bureau of Labor Statistics Employment Cost Index up to a maximum of 3 percent per year.

Agreement for Professional Services

Exhibit "C"

Insurance



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/13/2018

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Willis of Massachusetts, Inc. c/o 26 Century Blvd P.O. Box 305191 Nashville, TN 372305191 USA	CONTACT NAME: PHONE (A/C. No. Ext): 1-877-945-7378 FAX (A/C. No.): 1-888-467-2378 E-MAIL ADDRESS: certificates@willis.com																					
INSURED GHD Inc. 2235 Mercury Way, Suite 150 Santa Rosa, CA 95407 USA	<table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <th colspan="2" style="text-align: center;">INSURER(S) AFFORDING COVERAGE</th> <th style="text-align: center;">NAIC #</th> </tr> <tr> <td style="width: 80%;">INSURER A: Allied World Assurance Company U S Inc</td> <td colspan="2" style="text-align: center;">19489</td> </tr> <tr> <td>INSURER B: Zurich American Insurance Company</td> <td colspan="2" style="text-align: center;">16535</td> </tr> <tr> <td>INSURER C: Lexington Insurance Company</td> <td colspan="2" style="text-align: center;">19437</td> </tr> <tr> <td>INSURER D:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER E:</td> <td colspan="2"></td> </tr> <tr> <td>INSURER F:</td> <td colspan="2"></td> </tr> </table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A: Allied World Assurance Company U S Inc	19489		INSURER B: Zurich American Insurance Company	16535		INSURER C: Lexington Insurance Company	19437		INSURER D:			INSURER E:			INSURER F:		
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INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES

CERTIFICATE NUMBER: W6901876

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	Y	Y	0310-4497	12/01/2017	12/01/2018	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ 25,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY Coll Ded: 500 <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY Comp Ded: 250	Y	Y	BAP 3757423-03	07/01/2018	07/01/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Hired Physical Damag \$ 100000
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$	Y	Y	0310-4498	12/01/2017	12/01/2018	EACH OCCURRENCE \$ 5,000,000 AGGREGATE \$ 5,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N No	N/A	WC 0380936-03	07/01/2018	07/01/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
C	Professional Liability			031710989	12/01/2017	12/01/2018	Each Claim/Aggregate: \$5,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

All Operations of the Named Insured.

General/Auto Liability Additional Insured: Hidden Valley Lake Community Services District.

Coverage is Primary and Non-Contributory. Severability of Interest applies.

Blanket Waiver of Subrogation applies to Workers' Compensation, General Liability and Business Auto policies as required by written contract.

Blanket Additional Insured applies to General Liability and Auto Liability as required by written contract.

CERTIFICATE HOLDER

CANCELLATION

Hidden Valley Lake Community Services District 19400 Hartmann Road Middletown, CA 95461	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE</p> <p style="text-align: center;"><i>Julu M Powers</i></p>
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ADDITIONAL REMARKS SCHEDULE

AGENCY Willis of Massachusetts, Inc.	NAMED INSURED GHD Inc. 2235 Mercury Way, Suite 150 Santa Rosa, CA 95407 USA
POLICY NUMBER See Page 1	NAIC CODE See Page 1
CARRIER See Page 1	EFFECTIVE DATE: See Page 1

ADDITIONAL REMARKS

THIS ADDITIONAL REMARKS FORM IS A SCHEDULE TO ACORD FORM,
 FORM NUMBER: 25 FORM TITLE: Certificate of Liability Insurance

Excess Liability Follows Form over General Liability, Auto Liability and Employer's Liability.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – SCHEDULED PERSON OR
ORGANIZATION**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

<p>Name of Person or Organization:</p> <p>Where required by written contract</p>

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

A. Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of your ongoing operations performed for that insured.

B. With respect to the insurance afforded to these additional insureds, the following exclusion is added:

2. Exclusions

This insurance does not apply to "bodily injury" or "property damage" occurring after:

- (1)** All work, including materials, parts or equipment furnished in connection with such work, on the project (other than service, maintenance or repairs) to be performed by or on behalf of the additional insured(s) at the site of the covered operations has been completed; or
- (2)** That portion of "your work" out of which the injury or damage arises has been put to its intended use by any person or organization other than another contractor or subcontractor engaged in performing operations for a principal as a part of the same project.

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

**ADDITIONAL INSURED – OWNERS, LESSEES OR
CONTRACTORS – COMPLETED OPERATIONS**

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

SCHEDULE

Name of Person or Organization: Where required by written contract
Location And Description of Completed Operations: Where required by written contract
Additional Premium: N/A

(If no entry appears above, information required to complete this endorsement will be shown in the Declarations as applicable to this endorsement.)

Section II – Who Is An Insured is amended to include as an insured the person or organization shown in the Schedule, but only with respect to liability arising out of "your work" at the location designated and described in the schedule of this endorsement performed for that insured and included in the "products-completed operations hazard".

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

PRIMARY AND NON-CONTRIBUTORY

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART

Notwithstanding any other provision of this policy to the contrary, the insurance afforded to an additional insured under this policy will be primary to, and non-contributory with, any other insurance available to that person or organization in the event a contract or agreement you enter into requires you to furnish insurance to that person or organization of the type provided by this policy.

WAIVER OF TRANSFER OF RIGHTS OF RECOVERY AGAINST OTHERS TO US

This endorsement modifies insurance provided under the following:

COMMERCIAL GENERAL LIABILITY COVERAGE PART
PRODUCTS/COMPLETED OPERATIONS LIABILITY COVERAGE PART

SCHEDULE

Name Of Person Or Organization:

Where required by written contract

Where required by written contract Information required to complete this Schedule, if not shown above, will be shown in the Declarations.

The following is added to Paragraph **8. Transfer Of Rights Of Recovery Against Others To Us** of **Section IV – Conditions:**

We waive any right of recovery we may have against the person or organization shown in the Schedule above because of payments we make for injury or damage arising out of your ongoing operations or "your work" done under a contract with that person or organization and included in the "products-completed operations hazard". This waiver applies only to the person or organization shown in the Schedule above.



ZURICH[®]

Coverage Extension Endorsement

Policy No.	Eff. Date of Pol.	Exp. Date of Pol.	Eff. Date of End.	Producer No.	Add'l. Prem	Return Prem.
BAP 3757423-03	7/1/2018	7/1/2019	7/1/2018		---	---

THIS ENDORSEMENT CHANGES THE POLICY. PLEASE READ IT CAREFULLY.

This endorsement modifies insurance provided under the:

Business Auto Coverage Form
Motor Carrier Coverage Form

A. Amended Who Is An Insured

1. The following is added to the **Who Is An Insured Provision in **Section II – Covered Autos Liability Coverage**:**

The following are also "insureds":

- a.** Any "employee" of yours is an "insured" while using a covered "auto" you don't own, hire or borrow for acts performed within the scope of employment by you. Any "employee" of yours is also an "insured" while operating an "auto" hired or rented under a contract or agreement in an "employee's" name, with your permission, while performing duties related to the conduct of your business.
- b.** Anyone volunteering services to you is an "insured" while using a covered "auto" you don't own, hire or borrow to transport your clients or other persons in activities necessary to your business.
- c.** Anyone else who furnishes an "auto" referenced in Paragraphs **A.1.a.** and **A.1.b.** in this endorsement.
- d.** Where and to the extent permitted by law, any person(s) or organization(s) where required by written contract or written agreement with you executed prior to any "accident", including those person(s) or organization(s) directing your work pursuant to such written contract or written agreement with you, provided the "accident" arises out of operations governed by such contract or agreement and only up to the limits required in the written contract or written agreement, or the Limits of Insurance shown in the Declarations, whichever is less.

2. The following is added to the **Other Insurance Condition in the Business Auto Coverage Form and the **Other Insurance – Primary and Excess Insurance Provisions Condition** in the Motor Carrier Coverage Form:**

Coverage for any person(s) or organization(s), where required by written contract or written agreement with you executed prior to any "accident", will apply on a primary and non-contributory basis and any insurance maintained by the additional "insured" will apply on an excess basis. However, in no event will this coverage extend beyond the terms and conditions of the Coverage Form.

All other terms, conditions, provisions and exclusions of this policy remain the same.

agent, servant or employee of the "insured" to notify us of any "accident", claim, "suit" or "loss" shall not invalidate the insurance afforded by this policy.

Include, as soon as practicable:

- (1) How, when and where the "accident" or "loss" occurred and if a claim is made or "suit" is brought, written notice of the claim or "suit" including, but not limited to, the date and details of such claim or "suit";
- (2) The "insured's" name and address; and
- (3) To the extent possible, the names and addresses of any injured persons and witnesses.

If you report an "accident", claim, "suit" or "loss" to another insurer when you should have reported to us, your failure to report to us will not be seen as a violation of these amended duties provided you give us notice as soon as practicable after the fact of the delay becomes known to you.

P. Waiver of Transfer Of Rights Of Recovery Against Others To Us

The following is added to the **Transfer Of Rights Of Recovery Against Others To Us** Condition:

This Condition does not apply to the extent required of you by a written contract, executed prior to any "accident" or "loss", provided that the "accident" or "loss" arises out of operations contemplated by such contract. This waiver only applies to the person or organization designated in the contract.

Q. Employee Hired Autos – Physical Damage

Paragraph **b.** of the **Other Insurance** Condition in the Business Auto Coverage Form and Paragraph **f.** of the **Other Insurance – Primary and Excess Insurance Provisions** Condition in the Motor Carrier Coverage Form are replaced by the following:

For Hired Auto Physical Damage Coverage, the following are deemed to be covered "autos" you own:

- (1) Any covered "auto" you lease, hire, rent or borrow; and
- (2) Any covered "auto" hired or rented under a written contract or written agreement entered into by an "employee" or elected or appointed official with your permission while being operated within the course and scope of that "employee's" employment by you or that elected or appointed official's duties as respect their obligations to you.

However, any "auto" that is leased, hired, rented or borrowed with a driver is not a covered "auto".

R. Unintentional Failure to Disclose Hazards

The following is added to the **Concealment, Misrepresentation Or Fraud** Condition:

However, we will not deny coverage under this Coverage Form if you unintentionally:

- (1) Fail to disclose any hazards existing at the inception date of this Coverage Form; or
- (2) Make an error, omission, improper description of "autos" or other misstatement of information.

You must notify us as soon as possible after the discovery of any hazards or any other information that was not provided to us prior to the acceptance of this policy.

S. Hired Auto – World Wide Coverage

Paragraph **7a.(5)** of the **Policy Period, Coverage Territory** Condition is replaced by the following:

- (5) Anywhere in the world if a covered "auto" is leased, hired, rented or borrowed for a period of 60 days or less,

T. Bodily Injury Redefined

The definition of "bodily injury" in the **Definitions** Section is replaced by the following:

"Bodily injury" means bodily injury, sickness or disease, sustained by a person including death or mental anguish, resulting from any of these at any time. Mental anguish means any type of mental or emotional illness or disease.

WAIVER OF OUR RIGHT TO RECOVER FROM OTHERS ENDORSEMENT

We have the right to recover our payments from anyone liable for an injury covered by this policy. We will not enforce our right against the person or organization named in the Schedule. (This agreement applies only to the extent that you perform work under a written contract that requires you to obtain this agreement from us.)

This agreement shall not operate directly or indirectly to benefit anyone not named in the Schedule.

Schedule

ANY PERSON OR ORGANIZATION FOR WHOM YOU ARE REQUIRED BY WRITTEN CONTRACT OR AGREEMENT TO OBTAIN THIS WAIVER OF RIGHTS FROM US

This endorsement changes the policy to which it is attached and is effective on the date issued unless otherwise stated.

(The information below is required only when this endorsement is issued subsequent to preparation of the policy.)

Endorsement Effective

Policy No: **WC 0380936-03**

Endorsement No.

Insured: GHD Inc.

Premium \$

Insurance Company: Zurich American Insurance Company

Countersigned By Wighton Thomas

**ACTION OF
HIDDEN VALLEY LAKE COMMUNITY SERVICES DISTRICT**

DATE: August 28, 2018

AGENDA ITEM: Discussion and Possible Approval: Discuss and approve the General Manager to purchase a construction truck to replace the pre-existing out of service equipment

RECOMMENDATIONS: Approve the replacement of the construction truck and associated equipment. Having experience with both vehicles staff recommend the purchase of the Dodge Ram, a much better quality and a far more superior vehicle than the Ford.

FINANCIAL IMPACT: \$140,000.00

BACKGROUND: The 2003 construction truck is no longer reliable. The truck was burned during the Valley Fire, both the wheel well and wiring have been replaced with parts from other down vehicles. The crane is undersized for the equipment we have in our system and a safety hazard. While lifting out an 800 lb. pump the spider gear came apart, snapping the cable, narrowly missing Dennis. The pump dropped 15 feet into the wet well, adding an additional cost to have Bartley Pump called out to remove the pump from the wet well. The crane is completely gone, and no longer functioning. The new construction truck and crane have been sized appropriately for our system and crew.

APPROVED
AS RECOMMENDED

OTHER
(SEE BELOW)

Modification to recommendation and/or other actions:

I, Kirk Cloyd, Secretary to the Board, do hereby certify that the foregoing action was regularly introduced, passed, and adopted by said Board of Directors at a regular board meeting thereof held on August 28, 2018 by the following vote:

Ayes:

Noes:

Abstain:

Absent

Secretary to the Board

CNGP530

VEHICLE ORDER CONFIRMATION

06/19/18 19:59:34

==>

Dealer: F71439

2019 F-SERIES SD

Page: 1 of 2

Order No: 0000 Priority: 99

Order Type: 2 Price Level: 925

Ord PEP: 650A Cust/Flt Name:

PO Number:

RETAIL

RETAIL

W4G	F450 4X2 CRW CC	\$41185	LESS TPMS		
	179" WHEELBASE		205	16500# GVWR PKG	NC
Z1	OXFORD WHITE		425	50 STATE EMISS	NC
A	VNYL 40/20/40			JOB #1 BUILD	
S	MEDIUM EARTH GR		52B	BRAKE CONTROLLR	270
650A	PREF EQUIP PKG		535	HI CAP TRLR TOW	580
	.XL TRIM		63B	CLN IDLE DECAL	NC
572	.AIR CONDITIONER	NC	96V	XL VALUE PKG	1000
99T	6.7L V8 DIESEL	9010			
44W	6-SPEED AUTO	NC		TOTAL BASE AND OPTIONS	55025
TFB	.225 BSW AS 19.5			TOTAL	55025
X4L	4.30 LTD SLIP	360		*THIS IS NOT AN INVOICE*	
90L	PWR EQUIP GROUP	1125		* MORE ORDER INFO NEXT PAGE *	
	TELE TT MIR-PWR				
17F	XL DECOR PKG	NC		F8=Next	
F1=Help		F2=Return to Order		F3/F12=Veh Ord Menu	
		F5=Add to Library			

S006 - MORE DATA IS AVAILABLE.

QD05471

MSRP	\$55,025.00
DISCOUNT	-\$2,611.00
NET PRICE	\$52,414.00
DOUGLASS BODY	\$40,470.62
Vehicle & Accessories	\$92,884.62
DOC FEE	\$80.00
SALES TAX 8.25%	\$4,330.76
LICENSE	\$1,218.00
TRANSFER FEE	\$29.00
TOTAL	\$98,542.38
Ford Rebates	-\$1,500.00
NET PRICE	\$97,042.38

CNGP530

VEHICLE ORDER CONFIRMATION

06/19/18 20:00:01

==>

Dealer: F71439

2019 F-SERIES SD

Page: 2 of 2

Order No: 0000 Priority: 99

Order Type: 2 Price Level: 925

Ord PEP: 650A Cust/Flt Name:

PO Number:

RETAIL

RETAIL

.CRUISE CONTROL

.AMFM/MP3/CLK

.SYNC SYSTEM

FUEL CHARGE

DEST AND DELIV 1495

TOTAL BASE AND OPTIONS 55025

TOTAL 55025

THIS IS NOT AN INVOICE

F1=Help

F2=Return to Order

F7=Prev

F3/F12=Veh Ord Menu

F5=Add to Library

S005 - INQUIRY IS COMPLETE.

QD05471



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Toll Free: 800.635.7641
Fax: 661.327.3894

Sales Order #	50159
Purchase Order #	
VIN #	
Unit / Truck#	
Key Tag #	
Date	01/12/2018
Salesman	Danny
Terms	COD

Page 1 of 6

Bill To: Hidden Valley Community Services
Attn: Dennis White
19400 Hartmann Rd
Hidden Valley Lake, CA 95467

Ship Hidden Valley Community Services
Attn: Dennis White
19400 Hartmann Rd
Hidden Valley Lake, CA 95467
Phone: (707) 987-9201
Email: dwhite@hvlcsd.org

Truck Make: Dodge/Ford	Model: 4500/F450	Year: 2018	Additional Information: Ref# 38805
Chassis Color: White	Body Color: White	Paint Code:	
Cab Type:	Cab Axle: 60"	Rear Axle: DRW	

Ln#	Item Code	Qty	Description	List Price	Extension
1	001-E/MAX/23	1.0	Dougllass Maximizer Crane Body, 9' - Flat-top compartment on crane side, built-in flip-top boxes w/ dividers opposite crane. - Manufactured to fit a full sized chassis with dual-rear-wheels and a 60" cab to axle measurement. - Constructed with superior corrosion resistant A60 galvanized steel. - Heavy duty 14 & 18 gauge double panel doors with beveled edges. - Stainless steel paddle-operated slam latches. - Stainless steel piano hinges secured to body every 2.5". - Gas strut supports on all vertical doors and flip-top toolbox lids.	\$ 7,810.00	\$ 5,832.00
2	003-0170	1.0	Round Wheel Well (PER PAIR) - Heavy duty 12ga one piece round wheel well reinforced with 3/4" split tube.	\$ 205.00	\$ 0.00
3	008-2017	1.0	3 - Point Stainless Steel Latch System for Model E/MAX/23 - Full contact strikers offer positive locking to the body in three places for maximum security.	\$ 394.00	\$ 305.60
4	008-4017	1.0	Triple Seal Weatherstripping for Model E/MAX/23 - OEM style weather stripping designed to protect your tools and equipment from the elements.	\$ 388.00	\$ 300.80
5	008-0418	1.0	Wiring Harness, Dodge Chassis - OEM type harness that plugs directly into vehicles existing light wiring harness requiring no cutting or splicing. - Same price for Ford Wiring Harness	\$ 202.00	\$ 166.60

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Sales Order #	50159
Purchase Order	
VIN #	
Unit / Truck#	
Key Tag #	
Date	01/12/2018
Salesman	Danny
Terms	COD

Page 2 of 6

Ln#	Item Code	Qty	Description	List Price	Extension
6	008-0052	1.0	LED Tail Light Package (Grommet Style) - Brighter than bulb style lights for increased visibility and safety. - Mounted in shock absorbing rubber grommet. - Includes 9 Diode White LED back-up, 6 Diode Red Stop/Turn lights, and 3/4" Clearance lights package.	\$ 234.00	\$ 199.76
7	009-0033	1.0	Mount 9' Douglass Truck Body - Douglass certified mounting that meets or exceeds all D.O.T. requirements.	\$ 675.00	\$ 655.00
8	010-0005	1.0	Paint 9' Douglass Truck Body - PPG high solids corrosion resistant primer and PPG Delfeet paint applied by a certified PPG Technician.	\$ 1,324.00	\$ 1,285.00
10	009-0029	1.0	Rear Frame Extension	\$ 327.00	\$ 304.00
11	003-0159	1.0	Work Platform, Rear, "V" Notch, for 23" wide compartments - HD work deck built from 1/4" steel plate with integral formed "V" notch. - Built-in driver side and curb side underbody boxes.	\$ 1,545.00	\$ 1,029.35
12	003-3012	1.0	Latching Tailgate For Work-Platform - Removable tailgate for easy cargo access, with 2-Position automotive style rotary latches. - Actuated Stainless Steel Paddle Handle.	\$ 205.00	\$ 152.80
13	008-3062	2.0	Chrome Grab Handle w/ Gasket - Solid Die-cast handle with mounting gasket for water tight mounting. - Chromed for weather resistance.	\$ 24.00	\$ 42.24
14	009-0009	1.0	Cab Protector, Standard - Constructed with 2" x 2" square tubing for added strength. - Covered with expanded metal for maximum window protection.	\$ 559.00	\$ 442.85
15	008-0062	2.0	Light, Work, Rectangular, LED - High performance lighting installed on a multi-position swiveling bracket for easy adjustment and redirection. - 6 Bright LED's, Flood Beam pattern, powder coated aluminum housing, - 1,350 lumen, (5.9" x 3.6" x 1.6").	\$ 101.00	\$ 172.48
16	009-106	1.0	Install, Headboard Lights (Pr.)	\$ 261.00	\$ 253.00
17	069-0029	1.0	* * * Standard Towing Package * * *	\$ 0.00	\$ 0.00

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Sales Order #	50159
Purchase Order	
VIN #	
Unit / Truck#	
Key Tag #	
Date	01/12/2018
Salesman	Danny
Terms	COD

Ln#	Item Code	Qty	Description	List Price	Extension
18	009-0073	1.0	Hitch, Square Receiver Hitch - 12,000 lb Gross Tow Weight Rating - 1,200 lb Tongue Weight Rating - Never exceed the vehicle's weight rating, or the lowest rating of any component of the towing system	\$ 590.00	\$ 495.00
19	060-0072	1.0	7-Prong Hardwired plug for chassis, except GM's and pickups	\$ 11.50	\$ 11.00
20	009-0075	1.0	Install / Wire 7 - Prong Plug	\$ 54.00	\$ 26.00
21	069-0031	1.0	* * * Interior Configurations * * *	\$ 0.00	\$ 0.00
22	069-0002	1.0	Driver Side Front Compartment Interiors	\$ 0.00	\$ 0.00
23	003-0103	68.0	Adjustable Shelving, (DRW) - Heavy duty galvanized steel for corrosion resistance. - Shelves are "Fully" adjustable with virtually infinite placement options. - Mounted on rolled channel and secured with spring-nuts for easy adjustments.	\$ 2.70	\$ 144.50
24	069-0005	1.0	Driver Side Horizontal Compartment Interiors	\$ 0.00	\$ 0.00
25	003-0071	1.0	Mechanic Tool Drawer (Horizontal Compart.) - Heavy Duty formed steel drawers w/ dual snap latches for secure holding drawers closed and long term durability. *Drawers can be made to meet almost any custom need.	\$ 228.00	\$ 180.20
26	003-0072	1.0	Removable Dividers, Mech Drawer - Removable & adjustable galvanized steel dividers that allow for better tool and part organization.	\$ 118.00	\$ 92.65
27	008-0023	1.0	Roller Slides, Standard 18" - Heavy-duty 250# capacity - Stainless Steel Ball Bearing Rollerslides	\$ 64.00	\$ 54.56
28	069-0006	1.0	Driver Side Rear Compartment Interiors	\$ 0.00	\$ 0.00
29	003-0103	48.0	Adjustable Shelving, (DRW) - Heavy duty galvanized steel for corrosion resistance. - Shelves are "Fully" adjustable with virtually infinite placement options. - Mounted on rolled channel and secured with spring-nuts for easy adjustments.	\$ 2.70	\$ 102.00
30	069-0007	1.0	Curb Side Front Compartment Interiors	\$ 0.00	\$ 0.00

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Salesman	Danny
Terms	COD

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Ln#	Item Code	Qty	Description	List Price	Extension
31	003-0070	7.0	Mechanic Tool Drawer - Heavy Duty formed steel drawers w/ dual snap latches for secure holding drawers closed and long term durability. *Drawers can be made to meet almost any custom need.	\$ 172.00	\$ 952.00
32	008-0023	7.0	Roller Slides, Standard 18" - Heavy-duty 250# capacity - Stainless Steel Ball Bearing Rollerslides	\$ 64.00	\$ 381.92
33	069-0010	1.0	Curb Side Horizontal Compartment Interiors	\$ 0.00	\$ 0.00
34	003-0071	1.0	Mechanic Tool Drawer (Horizontal Compart.) - Heavy Duty formed steel drawers w/ dual snap latches for secure holding drawers closed and long term durability. *Drawers can be made to meet almost any custom need.	\$ 228.00	\$ 180.20
35	003-0072	1.0	Removable Dividers, Mech Drawer - Removable & adjustable galvanized steel dividers that allow for better tool and part organization.	\$ 118.00	\$ 92.65
36	008-0023	1.0	Roller Slides, Standard 18" - Heavy-duty 250# capacity - Stainless Steel Ball Bearing Rollerslides	\$ 64.00	\$ 54.56
37	069-0011	1.0	Curb Side Rear Compartment Interiors	\$ 0.00	\$ 0.00
38	069-0032	1.0	* * * Crane Configurations * * *	\$ 0.00	\$ 0.00
39	061-1009	1.0	Auto Crane EHC-3 ² PR-HW, 320989003 - 7' to 11' to 15', Manual Extensions - Previously "3203" - 360° Continuous Power Rotation - 30 ft Tethered (HW) Remote Control Pendent. - Swivel block with hook latch. - Power - 5 to 75 degree boom elevation. - Automatic overload protection. - Meets OSHA 1910.180 requirements and ANSI B30.5 safety standards. - 8,800 GVWR minimum chassis requirement. - Two Year Factory Warranty	\$ 9,616.00	\$ 8,462.08
40	040-20	1.0	Inbound Freight for AC3203 Crane	\$ 265.00	\$ 265.00
41	003-0060	1.0	Hoist Support, 3000lb- Cranes - Upgraded understructure and compartment support for crane.	\$ 658.00	\$ 521.05
42	009-0065	1.0	Install, Crane, 1000# - 3500#	\$ 234.00	\$ 227.00
43	060-0089	1.0	ANL-300, Bussman Fuse & Holder Kit	\$ 73.00	\$ 73.00

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Sales Order #	50159
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Date	01/12/2018
Salesman	Danny
Terms	COD

Page 5 of 6

Ln#	Item Code	Qty	Description	List Price	Extension
44	009-0058	1.0	Boom Support, up to 3,500# Cap.	\$ 288.00	\$ 227.80
45	009-0104	1.0	Stiff Leg, Crank Style	\$ 222.00	\$ 181.28
46	067-0048	1.0	A-1 Springs, R-4500 DRW 1 Spring Crane Side	\$ 544.85	\$ 359.91
47	069-0034	1.0	* * * Cargo Control System * * *	\$ 0.00	\$ 0.00
48	008-1020	4.0	Tie Down, HD 6000LB Weld	\$ 20.60	\$ 70.40
49	009-107	4.0	Install, Tie Downs (Weld-in and Flush Mount)	\$ 54.00	\$ 208.00
50	069-0036	1.0	* * * Body Protection Package * * *	\$ 0.00	\$ 0.00
51	003-0001	2.0	Alum Dia Plate, Rock Splash Guards 35"-41" - Aluminum placed on front of compartments behind cab to protect body from rocks and other road debris.	\$ 118.00	\$ 109.00
52	003-0194	1.0	Stainless Steel Cap, Mirrored finish under floptop	\$ 151.00	\$ 140.00
53	003-0011	2.0	Alum Dia Plate, Overlay (9' DRW) - Aluminum caps placed on top of the compartments protect your body from the wear and tear caused from daily use. - Aluminum caps also cover the drip edge of the body.	\$ 261.00	\$ 413.10
54	068-0004	1.0	Arma Coat Cargo Area, (9'-Bodies) - 100% Solids, heat applied spray-on coating. - Hybrid design, 30% Polyurea and 70% Polyurethane. - Superior resistance to fuels and chemicals.	\$ 595.00	\$ 536.61
55	068-0014	1.0	Arma Coat Standard Bumper - Gives bumper a non-skid surface when climbing in and out of the cargo area.	\$ 113.00	\$ 101.37
56	008-0301	1.0	Mud Flaps, 24x36 & 30 & 14, DRW	\$ 54.00	\$ 0.00
57	069-0033	1.0	* * * Air Ready System * * *	\$ 0.00	\$ 0.00
58	060-0060	1.0	Reelcraft Hose Reel A5825 ELP - Low pressure, closed style reel, for air/water applications. - Steel construction with double sealed O-rings to prevent leakage. - Single 300psi hose; 1/2" ID x 25' Long.	\$ 380.00	\$ 353.40
59	060-0059	1.0	Roller Hose Guide Assembly	\$ 33.76	\$ 31.40

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231 21st Street
Bakersfield, CA 93301
douglasstruckbodies.com



Phone: 661.327.0258
Toll Free: 800.635.7641
Fax: 661.327.3894

Sales Order #	50159
Purchase Order	
VIN #	
Unit / Truck#	
Key Tag #	
Date	01/12/2018
Salesman	Danny
Terms	COD

Page 6 of 6

Ln#	Item Code	Qty	Description	List Price	Extension
60	040-50	1.0	Inbound Freight for Hose Reel	\$ 38.00	\$ 38.00
61	009-108	1.0	Underplatform Mounting Bracket	\$ 56.00	\$ 56.00
62	009-109	1.0	Install, Underplatform Reel	\$ 54.00	\$ 54.00
63	060-0063	20.0	1/2" Air Hose, per foot 0 - Low pressure, 200psi w.p., for air/water applications.	\$ 3.25	\$ 65.00
64	009-100	1.0	Taxable Labor - Mounting Department	\$ 98.00	\$ 98.00
65	060-0144	1.0	Fittings for 1/2" Air Hose Reel Installed Under Platform	\$ 95.00	\$ 95.00
66	069-0022	1.0	* * * VMAC Air Compressor System * * *	\$ 0.00	\$ 0.00
67	065-0001	1.0	VMAC VR70 Underhood Compressor - Air output up to 70cfm. - 150psi max. - Dry Weight: 150lbs - 100% duty cycle. - Mounts UNDERHOOD. - 2-year limited warranty.	\$ 8,997.00	\$ 8,367.21
68	040-0400	1.0	Freight, Inbound	\$ 400.00	\$ 400.00
69	009-100	24.0	Taxable Labor - Mounting Department 0	\$ 98.00	\$ 2,352.00

NON-TAX ITEMS

Ln#	Item Code	Qty	Description	List Price	Extension
9	060-23	1.0	Weight Certificate - certified vehicle weight certificate for DMV registration.	\$ 23.00	\$ 22.00

Subtotal: \$ 37,736.33
Sales Tax: \$ 2,734.29
Shipping: \$ 0.00
Grand Total: \$ 40,470.62

Received By: _____ Date: _____

Revision # 7

Page 6 of 6

Authorized dealer of



AUTOWORLD
1370 AUTO CENTER DR
PETALUMA, CA 949526507

Configuration Preview

Date Printed: 2018-08-24 3:54 PM
Estimated Ship Date:

VIN:
VON:

Quantity: 1
Status: BA - Pending order

Sold to:
AUTOWORLD (67870)
1370 AUTO CENTER DR
PETALUMA, CA 949526507

Ship to:
AUTOWORLD (67870)
1370 AUTO CENTER DR
PETALUMA, CA 949526507

Vehicle:

2018 4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in) (DP4L93)

	Sales Code	Description	MSRP(USD)	FWP(USD)
Model:	DP4L93	4500 CREW CAB CHASSIS 4X2 (173.4 in WB - CA of 60 in)	40,995	37,801
Package:	29A	Customer Preferred Package 29A	0	0
	ETK	6.7L I6 Cummins Turbo Diesel Engine	7,645	6,957
	DF2	6-Spd Auto Aisin AS69RC HD Trans	1,600	1,456
Paint/Seat/Trim:	PW7	Bright White Clear Coat	0	0
	APA	Monotone Paint	0	0
	*TX	HD Vinyl 40/20/40 Split Bench Seat	0	0
	-X8	Black/Diesel Gray	0	0
Options:	XXS	Upfitter Electronic Module (VSIM)	295	268
	LBN	Power Take Off Prep	295	268
	XHC	Trailer Brake Control	295	268
	Z4C	GVW Rating - 16000#	0	0
	AHQ	Max Tow Package	395	359
	5N6	Easy Order	0	0
	171	Zone 71-Los Angeles	0	0
	4EX	Sales Tracking	0	0
Destination Fees:			1,695	1,695
			= Restriction	

HB: 1,546 **Total Price:** 53,215 49,072
FFP: 48,656
EP: 46,818

Order Type: Retail **PSP Month/Week:**
Scheduling Priority: 4-Dealer Order **Build Priority:** 99
Customer Name:
Customer Address:

Instructions:

Note: This is not an invoice. The prices and equipment shown on this priced order confirmation are tentative and subject to change or correction without prior notice. No claims against the content listed or prices quoted will be accepted. Refer to the vehicle invoice for final vehicle content and pricing. Orders are accepted only when the vehicle is shipped by the factory.



Enoven Truck Body & Equipment

2904 Duluth St
West Sacramento, CA 95691
916-372-9692

Quote #: 74634

Date: 8/22/2018
CustID: 32785

Thank you for the opportunity to quote your business, please call if you have any questions.

Victory Chevrolet/ Dodge
1360 Auto Center Dr
Petaluma, CA 94952

Victory Chevrolet/ Dodge
1360 Auto Center Dr
Petaluma, CA 94952

Attn: Mark Ianniccheri
707.762.2300
mark@victorydealergroup.com

Qty>=	Description	Unit Price	Ext Price
1	<p>Service Body: Reading Master Mechanic, MM112</p> <p>REF: HIDDEN VALLEY COMMUNITY SERVICES</p> <p>TO BE INSTALLED ON RAM 4500, 60" CA, DRW, DIESEL, 4X2</p> <ul style="list-style-type: none"> - 108"L X 96"W heavy duty crane body constructed of A60 galvanized steel - 52"W treadplate steel floor with full width crossmembers and (4) integrated tie downs - Headache rack at front bulkhead with center mounted LED light bar to illuminate cargo area wired to UPFITTER SWITCH #2 - Compartment tops and front panels to have treadplate overlay - 42"H X 21.5"D compartments with D-ring handles, patented Hidden Hinges with flush mount doors, masterlocking system, and LED dome lighting wired to UPFITTER SWITCH #1 <ul style="list-style-type: none"> - Driver side front vertical compartment to have (3) adjustable shelves - Driver side horizontal to have mechanics toolbox with (1) bolt bin drawer and dividers - Driver side rear vertical compartment to have (3) adjustable shelves - Passenger side front vertical compartment to have mechanics toolbox with (7) drawers and dividers <ul style="list-style-type: none"> - Passenger side horizontal to have mechanics toolbox with (1) bolt bin drawer and dividers - 20" workbench storage bumper with receiver hitch and 7-Way round pin trailer socket - (4) exterior articulating LED flood lamps with switches at each lamp: (2) at rear end panels and (2) at front top corners - Manual pull out/crank down outriggers integrated with body - Bed liner on cargo area floor, cargo area side walls, top of compartments, and top of bumper work platform <ul style="list-style-type: none"> - (2) grab handles at body end panels - 4" LED S/T/T and B/U lamps recessed in end panels and work bumper - 3/4" clearance and marker lamps - 2" Red LED ID lamps recessed in bumper 	\$19,835.00	\$19,835.00

Qty>=	Description	Unit Price	Ext Price
	- Mudflaps - Painted White - Installed and Certified		

1 **Crane: Auto Crane EHC-3** \$10,315.00 \$10,315.00

INSTALLED ON TOP OF REAR REINFORCED CURBSIDE COMPARTMENT

- 3,200# capacity
- Power Elevation
- 360 degree continuous power rotation
- 62' of 7/32" cable
- Tethered pendant controller
- Swivel block with snatch hook
- Boom support mounted to compartment tops
- Shutoff switch in crane compartment
- Third party stability tested
- Passenger side suspension reinforced, if needed

1 **Accessories: VMAC VR70 Underhood Air Compressor** \$10,145.00 \$10,145.00

Compressor System includes:

- a) Rotary Screw Compressor with Drive System
- b) Air/Oil Separator Tank mounted under frame rail on driver side
- c) Oil Cooler
- d) Controller mounted in cab
- e) Filter, Regulator, Lubricator mounted inside crane compartment
- f) 1/2" X 50' ReelCraft Spring Rewind hose reel mounted inside crane compartment

TOTAL	\$40,295.00
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All prices are FOB unless stated otherwise. This quotation is good for 30 days, subject to our inspection and/or rejection of any materials that might be received by us for processing and subject to change or withdrawal without notice. Materials or parts to be plated must be of plating quality. Acceptance of this quotation is confirmed by issue and acceptance of a purchase order and/or receipt and processing of the parts with reference to this quotation. This quotation was made expressly upon your request and is confidential and non transferable. We will exercise the utmost care while processing your parts or order but limit our liability to the quoted price.

Terms of Sale:

Net10

Enoven Truck Body & Equipment

Authorized by: senochian

Date: 8/22/2018

Printed: 8/22/2018 11:11:08 PM

BUYER	CO-BUYER	Deal #: 131109
CSD HIDDEN VALLEY WATER 19400 HARTMANN RD HIDDEN VALLEY LAKE, CA 95467-8371		Deal Type: Retail
Work #: (707) 987-9201		Deal Date: 08/24/2018
Email: PCUADRAS@HVLCSO.ORG		Print Time: 01:13pm
Salesperson: MARK IANNICCHERI		

VEHICLE				
New	<input checked="" type="checkbox"/>	Stock #:	Description:	VIN:
Used	<input type="checkbox"/>	ORDER	2018 DODGE TRUCK	Mileage:
Demo	<input type="checkbox"/>			

TRADE	

AFTERMARKETS			
CRANE BODY	\$	40,295.00	
		Sale Price:	\$ 49,072.00
		Total Financed Aftermarkets:	\$ 40,295.00
		Total Trade Allowance:	\$ 0.00
		Trade Difference:	\$ 89,367.00
		Doc Fee:	\$ 80.00
		State & Local Taxes:	\$ 6,484.91
		Total License and Fees:	\$ 1,357.75
		Total Cash Price:	\$ 97,289.66
		Total Trade Payoff:	\$ 0.00
		Delivered Price:	\$ 97,289.66
Total Aftermarkets:			
	\$	40,295.00	
		Cash Down Payment + Deposit:	\$ 0.00
		Sub Total:	\$ 97,289.66
		Service Agreement:	\$ 0.00
		Maintenance Agreement:	\$ 0.00
		GAP Insurance:	\$ 0.00
		Credit Life, Accident & Health:	\$ 0.00
		Other:	\$ 0.00
		Amount Financed:	\$ 97,289.66
Rate:			
Amount Financed:	\$	97,289.66	

READING

MASTER MECHANIC™ SERIES

— NO BODY BETTER —



HEAVY DUTY CRANE & SERVICE BODIES

**MADE FOR
MORE**

**MASTER
MECHANIC**

A product of the USA



CRANE & SERVICE BODIES

Designed and manufactured to withstand the harshest environments and most demanding field applications while providing you with the highest quality, most user-friendly, versatile, functional and safe body available. Our heavy duty Master Mechanic™ crane and service bodies keep tools, materials, parts and equipment organized for field service, installation and maintenance work of all types.

SERVICE BODIES:

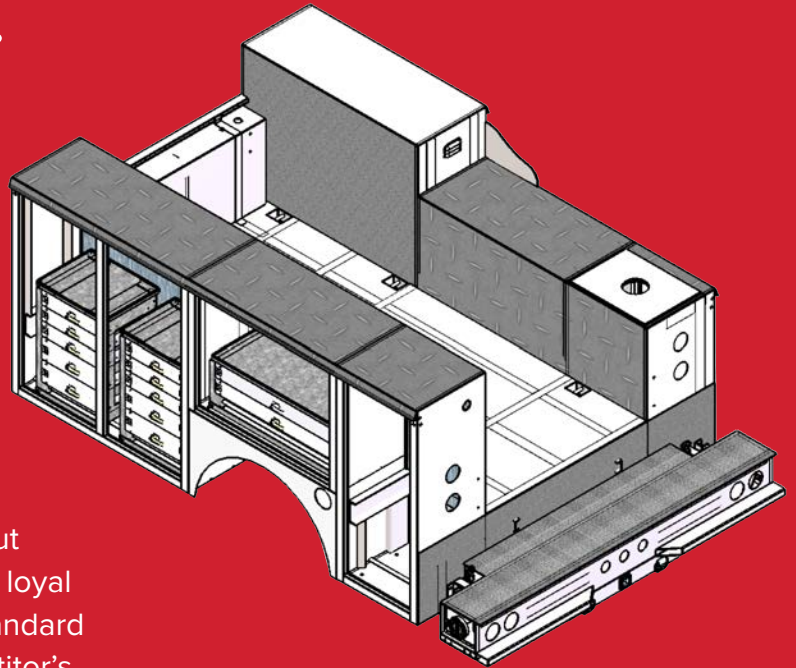
MM100
MM200
MM200HD
MM300HD

CRANE BODIES:

MM112
MM225
MM245
MM278
MM378



Designed around your needs.



The design is the result of over 40 years of custom body building experience coupled with valuable input from the end-user community and our loyal customer base. They include more standard features and benefits than our competitor's standard production bodies.

Feature Superior + Price Competitive = Best Overall VALUE.



MASTER MECHANIC™ SERIES STANDARD FEATURES

1 Integrated Driprails

True integrated driprail that channels water away from the surface of the body, unlike drip guttering which overfills.

2 External LED Work Lights

High quality exterior LED lights offer 360° rotation on the base and the head of the light giving you maximum visibility.

3 Infinitely Adjustable Shelving

Shelving built on uni-strut channel mounts giving the user the control to put the shelves where they want them. They're not pre-slotted like the majority of the bodies in the market. (Not standard in road side front compartments.)

4 Internal Hidden Hinges

Reading's Master Mechanic™ hidden hinges are mechanically affixed to the door frame for ease of replacement, creating the industry's only true flush fit doors and weather-proof seal.

5 D-Ring Handles

Our D-Ring handles allow fully-gloved hand operation and our codeable lock cylinders offer 10,000 unique codes.

6 Redi-Safe Non-Skid Surfaces

Offers excellent grip, even when wet or soiled. It's applied to the entire bed, tops of all compartments and walking surfaces of the bumper.





7 Full-Width Crossmembers

Full-width crossmembers, as well as substructure reinforcement between the crossmembers, offer unmatched strength.

8 Automotive Grade Undercoating

True automotive grade rubberized undercoating is applied to the entire underside of the body and bumper.

9 Treadplate Overlay

The front and top of our bodies are reinforced with treadplate overlay, giving them a better defense against road debris and everyday use in the field.

10 Welding Lip On Bumper

Our bumpers come standard with a clamping lip for your welding projects and our Redi-Safe non-skid application won't catch fire.

11 Integrated Tie-Downs

Fully integrated tie-down pockets in bed of body. Four tie-downs standard on the 1xx bodies, six on the 2xx & 3xx series bodies. Having them below the surface of the body allows use of the entire bed when tie-downs are not needed.

Heavy Duty

MASTER MECHANIC™

Known for its premium construction, quality components, and innovative features, the Master Mechanic™ Series is our heavy duty line of crane and service bodies. With Reading's Master Mechanic™ Series, you're guaranteed a body that meets the demands of your work and stays on the road for the long haul. To ensure that you get fast service when you need it, be sure to register your Reading truck body within 30 days of purchase and contact us anytime with any concerns you may have.



POPULAR OPTIONS

LED Lighting

- Strip lighting in compartments works in conjunction with the crane compartment control panel, activating the lights with the push of a button
- LED strobe lighting on front and rear of body
- Additional light for cargo bed also available

Master Locking

- Steel slide bar simultaneously locks all side compartment doors
- Painted assembly for easy manual operation

CRANE & COMPRESSOR OPTIONS



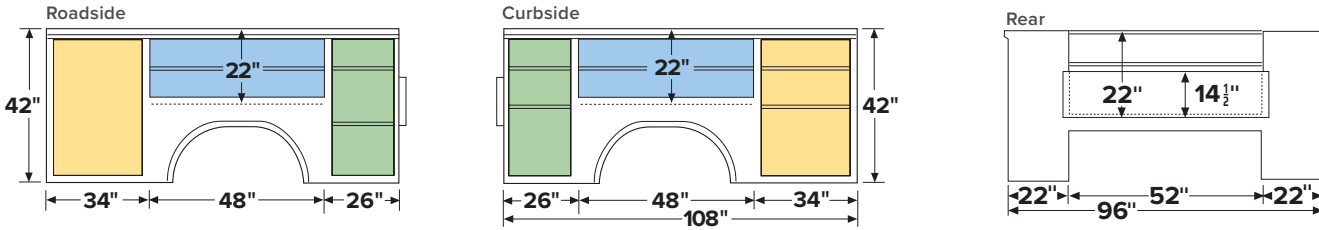
● = Recommended ○ = Optional

SERIES OF BODY	BODY MODEL	CRANE WEIGHT RATINGS IN LBS.						
		PSC3216E	PSC4016E	PSC5025E	PSC6025E/H	PSC4329H	PSC6229H	PSC7229H
		4,000 lbs. 12,500 ft. lbs.	4,000 lbs. 18,500 ft. lbs.	5,000 lbs. 32,500 ft. lbs.	6,000 lbs. 38,500 ft. lbs.	8,000 lbs. 43,000 ft. lbs.	10,800 lbs. 62,000 ft. lbs.	12,500 lbs. 72,000 ft. lbs.
12 Series	MM112	●						
25 Series	MM225	○	●	●				
45 Series	MM245	○	○	○	●	●		
78 Series	MM278	○	○	○	○	●	●	●
	MM378	○	○	○	○	○	●	●

SERIES OF BODY	BODY MODEL	COMPRESSORS			
		13hp Gas	MM40 - Reciprocating	MM45 - Rotary Screw	MM85 - Rotary Screw
100 Series	MM100FR / MM100G	●	○	○	○
200 Series	MM200 / MM200HD	●	●	○	○
12 Series	MM112FR / MM112G	●	○	○	○
25 Series	MM225	●	●	○	○
45 Series	MM245	○	●	●	○
78 Series	MM278	○	●	●	○
	MM378 / MM300HD	○	○	○	●

HEAVY-DUTY SERVICE BODIES

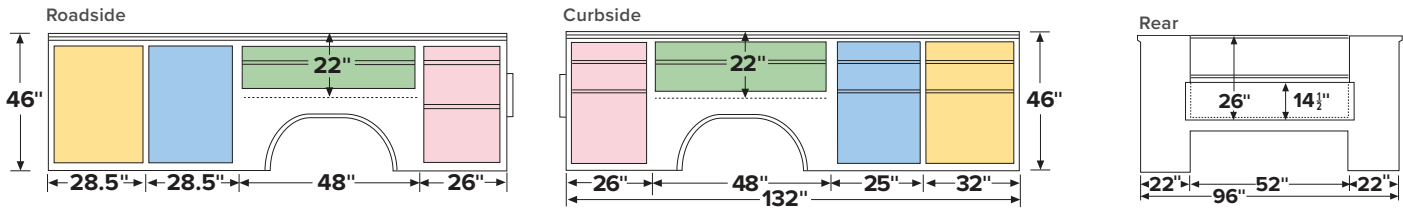
MM100 Series



Installers Notes:

*MM100FR (Ford) is 96" wide. MM100G (GMC) is 89" wide.

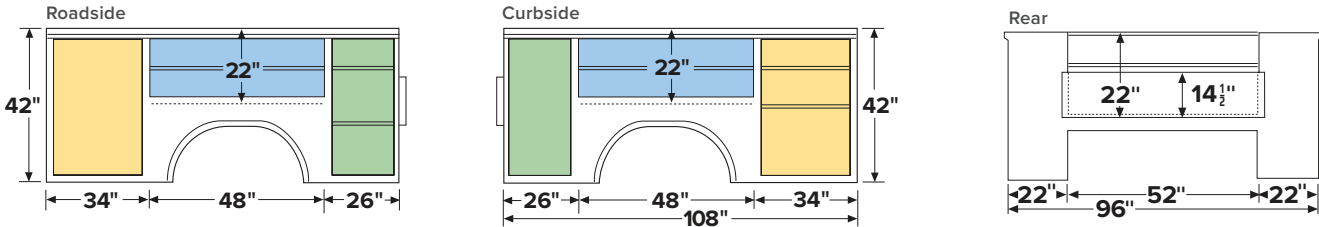
MM200 Series



Model	Approx. Wt.	Cab-to-Axle	Approx. Clear Door Openings - H x W			
			Yellow	Blue	Green	Pink
MM100	1752 lbs.	60"	35-1/2" x 24-3/4"	15-1/2" x 40-1/2"	35-1/2" x 19-1/4"	---
MM200	2987 lbs.	84"	(RS) 37-1/2" x 22-3/4"	(RS) 37-1/2" x 22-3/4"	(RS) 14-1/2" x 40-1/4"	(RS) 37-1/2" x 19-1/4"
			(CS) 37-1/2" x 26-1/4"	(CS) 37-1/2" x 19-1/4"	(CS) 14-1/2" x 40-1/4"	(CS) 37-1/2" x 19-1/4"

HEAVY-DUTY CRANE BODIES

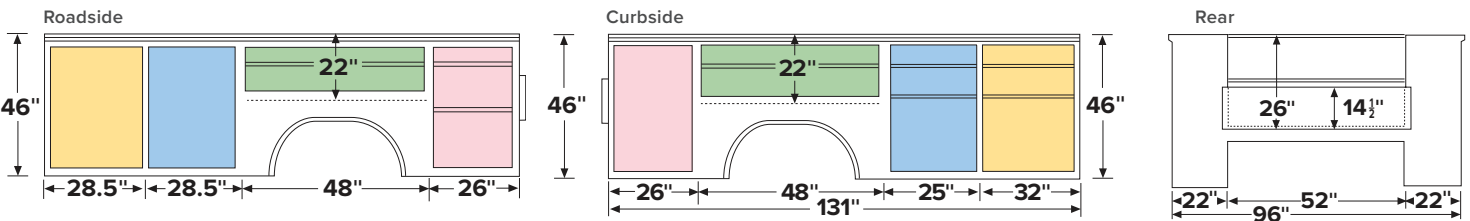
MM12 Series - Bodies built for a crane rating up to 4,000 lbs. (16,000 ft. lbs.)



Installers Notes:

*MM12FR (Ford) is 96" wide. MM12G (GMC) is 89" wide.

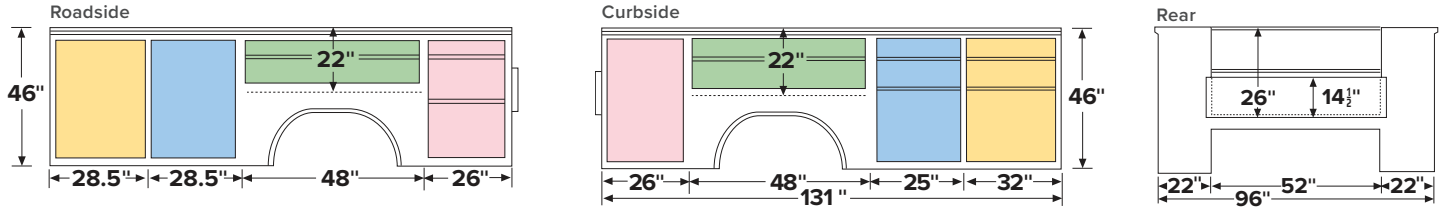
MM25 Series - Bodies built for a crane rating up to 5,000 lbs. (38,000 ft. lbs.)



HEAVY-DUTY CRANE BODIES CONT.

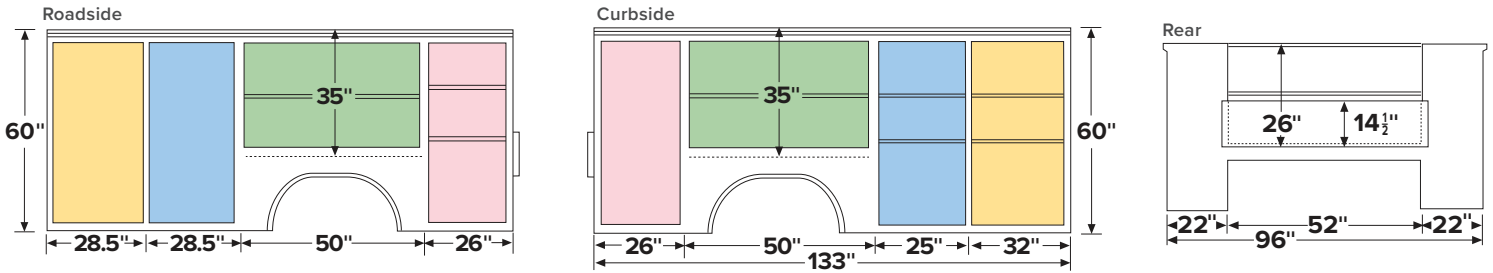
MM45 Series - Bodies built for a crane rating up to 8,000 lbs. (48,000 ft. lbs.)

MM245

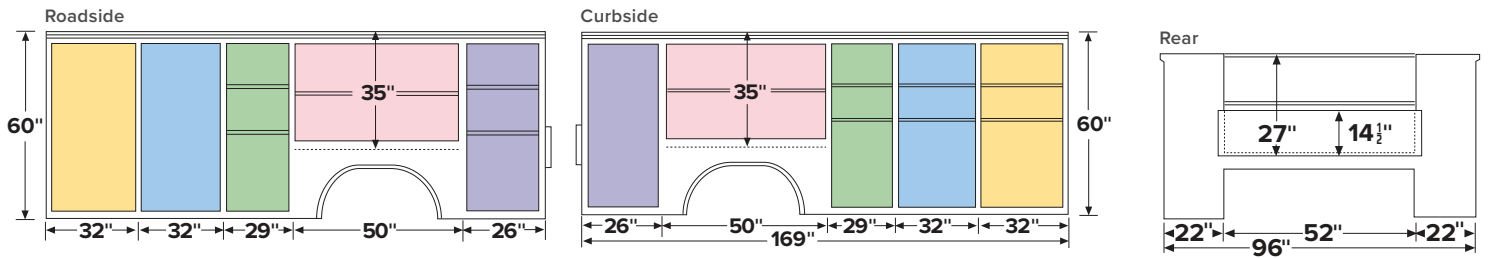


MM78 Series - Bodies built for a crane rating up to 12,500 lbs. (80,000 ft. lbs.)

MM278



MM378

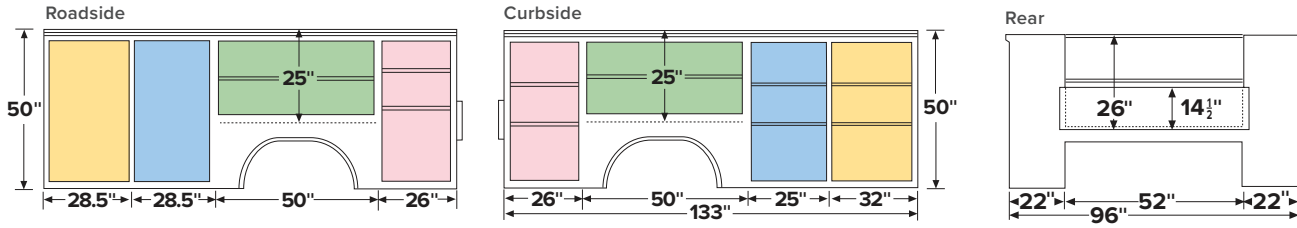


Model	Approx. Wt.	Cab-to-Axle	Approx. Clear Door Openings - H x W				
			Yellow	Blue	Green	Pink	Purple
MM112	1923 lbs.	60"	35-1/2" x 24-3/4"	15-1/2" x 40-1/2"	35-1/2" x 19-1/4"	---	---
MM225	3450 lbs.	84"	(RS) 37-1/2" x 22-3/4"	(RS) 37-1/2" x 22-3/4"	(RS) 14-1/2" x 40-1/4"	(RS) 37-1/2" x 19-1/4"	---
			(CS) 37-1/2" x 26-1/4"	(CS) 37-1/2" x 19-1/4"	(CS) 14-1/2" x 40-1/4"	(CS) 37-1/2" x 19-1/4"	---
MM245	4263 lbs.	84"	(RS) 37-1/2" x 22-3/4"	(RS) 37-1/2" x 22-3/4"	(RS) 14-1/2" x 40-1/4"	(RS) 37-1/2" x 19-1/4"	---
			(CS) 37-1/2" x 26-1/4"	(CS) 37-1/2" x 19-1/4"	(CS) 14-1/2" x 40-1/4"	(CS) 37-1/2" x 19-1/4"	---
MM278	5190 lbs.	84"	(RS) 51-1/2" x 22-3/4"	(RS) 51-1/2" x 22-3/4"	(RS) 27-1/4" x 40-1/4"	(RS) 51-1/2" x 19-1/4"	---
			(CS) 51-1/2" x 26-1/4"	(CS) 51-1/2" x 19-1/4"	(CS) 27-1/4" x 40-1/4"	(CS) 51-1/2" x 19-1/4"	---
MM378	5750 lbs.	120"	58-1/4" x 30-1/2"	58-1/4" x 30-1/2"	58-1/4" x 28-1/2"	34-1/4" x 48-1/2"	58-1/4" x 24-1/2"

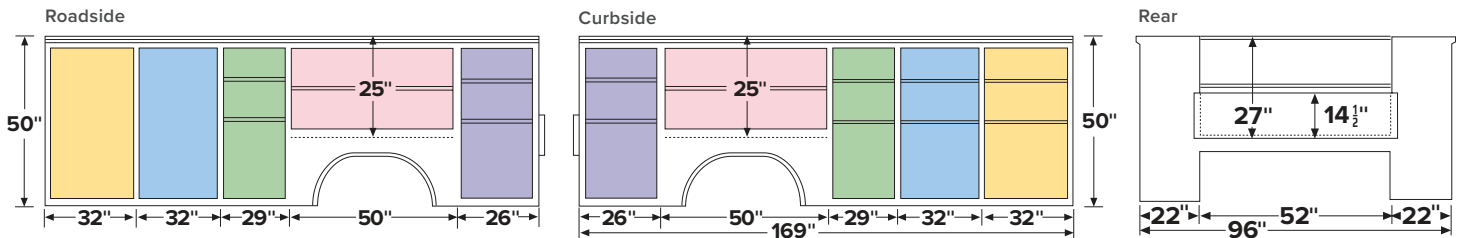
HEAVY-DUTY SERVICE BODIES

Service bodies built for Class 6 & 7 chassis

MM200HD



MM300HD



Model	Approx. Wt.	Cab-to-Axle	Approx. Clear Door Openings - H x W				
			(RS)	(CS)	(RS)	(CS)	(RS)
MM200HD	3,138 lbs.	84"	(RS) 41-1/2" x 22-3/4"	(RS) 41-1/2" x 22-3/4"	(RS) 17-1/4" x 40-1/4"	(RS) 41-1/2" x 19-1/4"	---
			(CS) 41-1/2" x 26-1/4"	(CS) 41-1/2" x 19-1/4"	(CS) 17-1/4" x 40-1/4"	(CS) 41-1/2" x 19-1/4"	---
MM300HD	3,927 lbs.	120"	48-1/4" x 30-1/2"	48-1/4" x 30-1/2"	48-1/4" x 28-1/2"	24-1/4" x 48-1/2"	48-1/4" x 24-1/2"



READING HAS A FULL LINE OF TRUCK BODIES TO CHOOSE FROM



Classic II Service Body – Steel



Classic II Service Body – Aluminum



Marauder Dump Body



Redi-Dek Body



SL Service Body



Classic Service Van - Aluminum



Platform Body



Landscape SL Body



Panel Body



Ready Van SL – Steel



Marauder SL Dump Body



Drop Side Dump Body



Master Mechanic™ Crane Body



Master Mechanic™ Service Body



Stake Body



Custom Body



— NO BODY BETTER —

CORPORATE HEADQUARTERS:

825 E. Wyomissing Blvd.
Reading, PA 19611

READINGBODY.COM

Sold and Serviced Locally by



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Version Number RTG18-MMS-04

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